**Activity Risk Assessment and Mitigation Plan**

Prepared by (name):

Date:

**Risk Assessment**

Please describe the Covid-19 protocols and descriptions for the community and country of the activity:

Please describe the social and political situation for the community and country of the activity (restriction or dangers in travel or gatherings, nearby unrest, attitudes towards activities, etc.):

Please describe any authorizations or approvals that your event may require prior to implementation:

Please description the event (type of activity, location, dates):

What are the expected number of persons (participants, guests, staff, consultants, etc.). How many attendees are travelling for this event and from where? (international, regional, etc.)

**Mitigation Plan**

Please describe what precautions will be taken by the team to prevent the spread of Covid-19 during the event and how those precautions will be enforced (social distancing, protective equipment, cleaning procedures):

Please describe what precautions will be taken by the team to ensure safety of participants in travelling, participating, and sharing any information about them or the event in the media or online:

Please describe any other planned precautions that will be taken by the team to ensure the safety and wellness of participants to mitigate any other identified risks in the community and country of the activity:

How will you handle unanticipated challenges that prevent you from following your original plan?

Please explain how will you decide with your teammates and stakeholders on alternative plans or approaches?

What is your pivot plan in case you are unable to implement according to your original plan? (Such as Covid-19 lockdowns, social unrest, unable to acquire necessary government authorizations, etc.) How might this impact your future project?