



Pandemic-Related Risk Assessment

Squadron: _____

Province: _____

Qualitative Measures of Likelihood	
Likelihood Level	Definition
5 - Almost Certain	Expected to occur in most circumstances
4 - Likely	Will probably occur in most circumstances
3 - Possible	Could occur at some time
2 - Unlikely	Not expected to occur
1 - Rare	Occurs only in exceptional circumstances

Qualitative Measures of Impact (Threat)	
Impact Level	Definition
5 - Severe	Would stop the achievement of functional goals or objectives.
4 - Major	Would threaten the achievement of functional goals or
3 - Moderate	Necessitates significant adjustment to overall functions.
2 - Minor	Would threaten an element of goals or objectives.
1 - Insignificant	Lower consequences

Directions: Ask the initial questions in each category. What is the Likelihood of 1-3 / and if it Does Happen, what is the Impact? Determine risk impact score. (Likelihood x impact). Risk Score 15 - 25 = **Very High**, 8 - 14 = **High**, 4 - 8 = **Medium**, and 1 - 3 = **Low** Tackle highest numbers first, then follow through as applicable. Capture and add any other category that is relevant to your Squadron/SSC.

A. Financial - fundraising - planned campaigns/activities canceled, missed opportunities, not able to use traditional methods.

1. What has changed?
2. What Can Happen?
3. What is the Effect?

_____ Score risk based on the Likelihood and Impact of Steps 1-3? [Likelihood X Impact = Risk level]

4. What Are the Options?

5. What are the Next Steps?

Possible Solutions - Perhaps there are opportunities for alternate virtual fundraisers? Perhaps an opportunity to share best practices or good ideas. Virtual bottle drives? Reducing expenses - reduce number of supported activities and materiel. Any government or other programs in place to assist?

B. Accommodation - costs (rent, heat, light, maintenance, etc.) associated with LHQ. Not enough funds to pay for the space.

1. What has changed?

2. What Can Happen?

3. What is the Effect?

_____ **Score risk based on the Likelihood and Impact of Steps 1-3?** [Likelihood X Impact = Risk level]

4. What Are the Options?

5. What are the Next Steps?

Possible Solutions - What are the options available? (Discussion with CO and Squadron staff and eventually landlord). What happens if social distancing remains in effect in beyond September 2020? What could LHQ training (if any) look like? What support financial and otherwise might be required?

C. Retention of SSC members and cadets- Will cadets & volunteers return when activities resume?

1. What has changed?

2. What Can Happen?

3. What is the Effect?

_____ **Score risk based on the Likelihood and Impact of Steps 1-3?** [Likelihood X Impact = Risk level]

4. What Are the Options?

5. What are the Next Steps?

Possible Solutions - Maintaining contact is important. How best to engage if unable to meet face to face

D. Recruiting Squadron SSC, CIC and Cadets

1. What has changed?

2. What Can Happen?

3. What is the Effect?

_____ **Score risk based on the Likelihood and Impact of Steps 1-3?** [Likelihood X Impact = Risk level]

4. What Are the Options?

5. What are the Next Steps?

Possible Solutions – Challenging at the best of times. How is it best to do this? Perhaps an opportunity to share best practices or good ideas. Is advertising (free or paid) an option to recruit volunteers and cadets?

E. AGM Dates- Are you required according to your bylaws to have an AGM in a specified timeframe?

1. What has changed?

2. What Can Happen?

3. What is the Effect?

_____ **Score risk based on the Likelihood and Impact of Steps 1-3?** [Likelihood X Impact = Risk level]

4. What Are the Options?

5. What are the Next Steps?

Possible Solutions: What are the options, virtual, electronic, etc.

F. _____

1. What has changed?

2. What Can Happen?

3. What is the Effect?

_____ **Score risk based on the Likelihood and Impact of Steps 1-3?** [Likelihood X Impact = Risk level]

4. What Are the Options?

5. What are the Next Steps?

Possible Solutions

G. _____

1. What has changed?
2. What Can Happen?
3. What is the Effect?

_____ **Score risk based on the Likelihood and Impact of Steps 1-3?** [Likelihood X Impact = Risk level]

4. What Are the Options?
5. What are the Next Steps?

Possible Solutions

H. _____

1. What has changed?
2. What Can Happen?
3. What is the Effect?

_____ **Score risk based on the Likelihood and Impact of Steps 1-3?** [Likelihood X Impact = Risk level]

4. What Are the Options?
5. What are the Next Steps?

Possible Solutions