**SOUTH AUSTRALIA DRILL CORE REFERENCE LIBRARY**5 Tonsley Boulevard, CLOVELLY PARK, SA 5042
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Tonsley event risk assessment

It is preferred that this risk assessment be completed and submitted 20 working days prior to the proposed event/activity.

Describe the event (including expected number of delegates, core library facilities required)

Has the event only been publicised to society members or are you a private group?

[ ]  Yes = lower risk

[ ]  No = higher risk (score = 1)

Is the event associated with a high-profile national conference?

[ ]  No = lower risk

[ ]  Yes = higher risk (score = 1)

Has your organisation had any events disrupted by protestors in the last 12 months?

[ ]  No = lower risk

[ ]  Yes = higher risk (score = 1)

**If yes, please provide details:**

Are members of the public invited?

[ ]  No = lower risk

[ ]  Yes = higher risk (score = 1)

Is payment of a registration fee required?

[ ]  Yes = lower risk

[ ]  No = higher risk (score = 1)

Will an event organiser be available to ensure only registered attendees are admitted into the Core Library?

[ ]  Yes = lower risk

[ ]  No = higher risk (score = 1)

Risk level (sum of scores)

|  |  |
| --- | --- |
| **4-6 = high risk** | The Department for Energy and Mining requires the event organiser to provide a security plan for consideration. |
| **3 = medium risk** | Further discussion with the Department for Energy and Mining is needed. |
| **0-2 = low risk** | Business as usual. |