

RISK ASSESSMENT GUIDANCE





MOUNT ROYAL UNIVERSITY OFF CAMPUS ACTIVITIES

The tables within this guidance document provide some examples of Off Campus Activities and factors to consider when assessing the risks associated with your activity. Both tables are intended as examples, and are not an exhaustive list of all risk factors encountered during Off Campus Activities.




EXAMPLES OF ACTIVITIES

LOW	MEDIUM	HIGH
<ul style="list-style-type: none">• Off-Campus meetings / conferences in North America.• Field trips within North America where the nature of the activities are low risk (see Risk Factors to Consider).	<ul style="list-style-type: none">• Research or fieldwork in remote areas with limited access to emergency services.• International meetings / conferences / academic trips where the nature of the activities are low risk (see Risk Factors to Consider).• Activities located on private lands or within Indigenous Communities with unique cultural considerations.	<ul style="list-style-type: none">• Research or fieldwork in extreme environments, such as deep-sea exploration or polar research.• Research or fieldwork in geological hazard areas, such as avalanche and active volcanic zones.• Adventure sports and outdoor activities with inherent risks, such as rock climbing, mountaineering, or white-water rafting. <p><i>Unmanageable Risks:</i></p> <ul style="list-style-type: none">• <i>Any activity for which there is substantial Risk that cannot be effectively managed or mitigated.</i>• <i>Locations with any travel and health advisories to avoid all travel.</i>

RISK FACTORS TO CONSIDER

CATEGORY	LOW	MEDIUM	HIGH
 PARTICIPANTS	<ul style="list-style-type: none"> • Faculty / staff only. • Ratio of Activity Leader(s) to student participants is 1:15 or less. 	<ul style="list-style-type: none"> • International travel involving students. • Participants with unique medical or physical considerations. • Ratio of Activity Leader(s) to student participants is greater than 1:15. 	<ul style="list-style-type: none"> • Any activities involving minors.
 LOCATION: GEOGRAPHIC	<ul style="list-style-type: none"> • Non-remote locations within Canada and Continental US. 	<ul style="list-style-type: none"> • Locations outside of Canada and Continental US. • Locations with geographical hazards (falling rock, ice, etc.). • Locations used for hunting or other hazardous activities. • 	<ul style="list-style-type: none"> • International travel involving students. • Remote and/or isolated geographic locations with limited access to emergency services (Canada or international). • Locations with any active travel and health advisories
 LOCATION: ENVIRONMENTAL	<ul style="list-style-type: none"> • Indoor or fair-weather conditions. 	<ul style="list-style-type: none"> • Locations with potential for extreme weather conditions (cold, heat). • Exposure to wild animals, insect bites/stings and poisonous plants/flowers. 	<ul style="list-style-type: none"> • Locations prone to natural disasters or hazardous weather conditions.
 LOCATION: SOCIOPOLITICAL	<ul style="list-style-type: none"> • Stable sociopolitical climate similar to that of Canada. 	<ul style="list-style-type: none"> • Locations with significant cultural and legal differences to that of the Participant(s). 	<ul style="list-style-type: none"> • Locations with civil/political unrest • Areas with high levels of violent crime. • Locations prone to terrorism.

RISK FACTORS TO CONSIDER

CATEGORY	LOW	MEDIUM	HIGH
 NATURE OF ACTIVITY	<ul style="list-style-type: none"> Activities that entail Hazards no greater than those encountered by the Participants in their normal onsite campus-based activities. 	<ul style="list-style-type: none"> Activities that have the potential for exposure to Hazards that are greater than those likely to be encountered in normal onsite, campus-based activities. Expertise or technical skill required of Participants. Contact sports. Physically strenuous activities. Activities with overnight wilderness accommodation. High stress activities. Activities that require more than 8 hours of sequential working time. 	<ul style="list-style-type: none"> Activities that have potential for exposure to significantly greater Hazards and consequence, but which can still be mitigated with appropriate planning, training, procedures and preparation. Water related activities. Activities involving animals. Activities that include consumption of alcohol.
 EMERGENCY SERVICES AND COMMUNICATION	<ul style="list-style-type: none"> Full emergency services access. 	<ul style="list-style-type: none"> Access to emergency services is greater than 30 minutes. 	<ul style="list-style-type: none"> Access to emergency services is greater than 60 minutes. Limited accessibility to communication (cellphone / satellite phone coverage).
 COMPLEXITY OF TRAVEL	<ul style="list-style-type: none"> Short self-driving or chartered transportation. 	<ul style="list-style-type: none"> Unfavourable driving conditions (driving at night, poor road conditions, unusual Hazards). Non-standard drivers license required (other than class 5). 	<ul style="list-style-type: none"> 8 or more hours of driving per day. Unreliable 3rd party transportation.