
 Organization Name

Developing a Risk Management Mindset Checklist

| | Yes | Needs Attention |
|---|--------------------------|----------------------------|
| 1. Do you have a designated risk manager who is familiar with your ministry's policies and procedures? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Does your risk manager have adequate time for this responsibility and the authority to implement risk control measures? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Do you have a risk management committee made up of members who have professional experience in areas like administration, finance, childcare, or construction? | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Do the members of your risk management committee possess good communication skills and the ability to creatively solve problems? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Do you evaluate which areas of your ministry could cause the highest number of losses (accidents, damages, injuries)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Do you determine which areas of your ministry could cause the most expensive losses? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Do you determine which areas of your ministry could benefit the most from safety improvements? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Do you make a list of which areas of your operations are most important to your ministry? | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Do you make a comprehensive list of potential hazards within each area of your ministry? (These include damage or loss of equipment, damage or loss of property, theft or loss of finances, illness, lawsuits against the ministry, sexual abuse or molestation, injury or death.) | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Do you estimate the frequency of each potential hazard, from highly unlikely to highly likely? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Do you determine the severity (or cost) of each potential loss, from low to high? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Do you consider the relationship between risk frequency and risk severity? (For example, drowning has a low frequency but high severity. Slip-and-fall accidents generally have a high frequency but low severity.) | <input type="checkbox"/> | <input type="checkbox"/> |

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|--|--------------------------|----------------------------|
| 13. Do you identify ways to avoid high-frequency, high-severity risks? | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Do you identify ways to prevent high-frequency, low-severity risks? | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Do you identify ways to reduce low-frequency, high-severity risks? | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Do you identify ways to modify your plan to better control risks? | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Do you record the reasons behind your risk assessments in writing? | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Do you regularly re-evaluate hazards to be sure that you are appropriately addressing them as your ministry changes through the years? | <input type="checkbox"/> | <input type="checkbox"/> |

Notes: _____

Completed by: _____ Date: _____

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