

## **Faculty of Mathematics Graduate Student Basic Risk Assessment Form**

Students are advised that it is their responsibility to undertake an appropriate risk assessment for all activities, including research visits and attendance at conferences, irrespective of duration. Guidance on risk assessment, and where to obtain further advice, is available from the Faculty website:

<http://www.maths.cam.ac.uk/postgrad/phd-degree/time-away-department/risk-assessment>

It is a condition of permitting graduate students “Leave to Work Away” that an appropriate risk assessment be completed and signed by the student and supervisor. The risk assessment must be approved by the Department prior to travel and should be uploaded as part of the “Leave to Work Away” application.

**1. Details of student and research plans**

Name	
College	
E-mail	
Course (PhD, MPhil)	
Supervisor	
Destination(s)	
Activity (i.e. Conference, Workshop, research, writing up etc)	
Dates of activity	

**2. Do you have appropriate medical and emergency evacuation insurance? Please give details.**

**3. Are there any Foreign Office recommendations regarding travel to your destination? Please give details.**

4. Calculate your risks. Potential hazards might be unregulated road travel, solo interviews, extreme weather conditions, war zones, etc

Likelihood of such hazards becoming problematic should be graded from 1 = extremely rare; 2 = once per year; 5 = once per day.

Severity should be graded from 1 =minor injury, through 5 =fatality.

Hazard	Severity (1-5)	Likelihood of occurrence (1-5)	Risk (= Severity x Risk, max. 25)	Control or risk reduction measures

5. List contact details for anyone who should be informed in case of an emergency.

## DECLARATION

I have assessed the proposed activity and associated risks and declare that (*delete as applicable*) there is no significant risk/ the risk will be controlled by the measures listed.

Signature of Student

Date

Signature of Supervisor

Date