

# RISK ASSESSMENT

To plan for recovery you must understand what risks threaten your organization and employees.

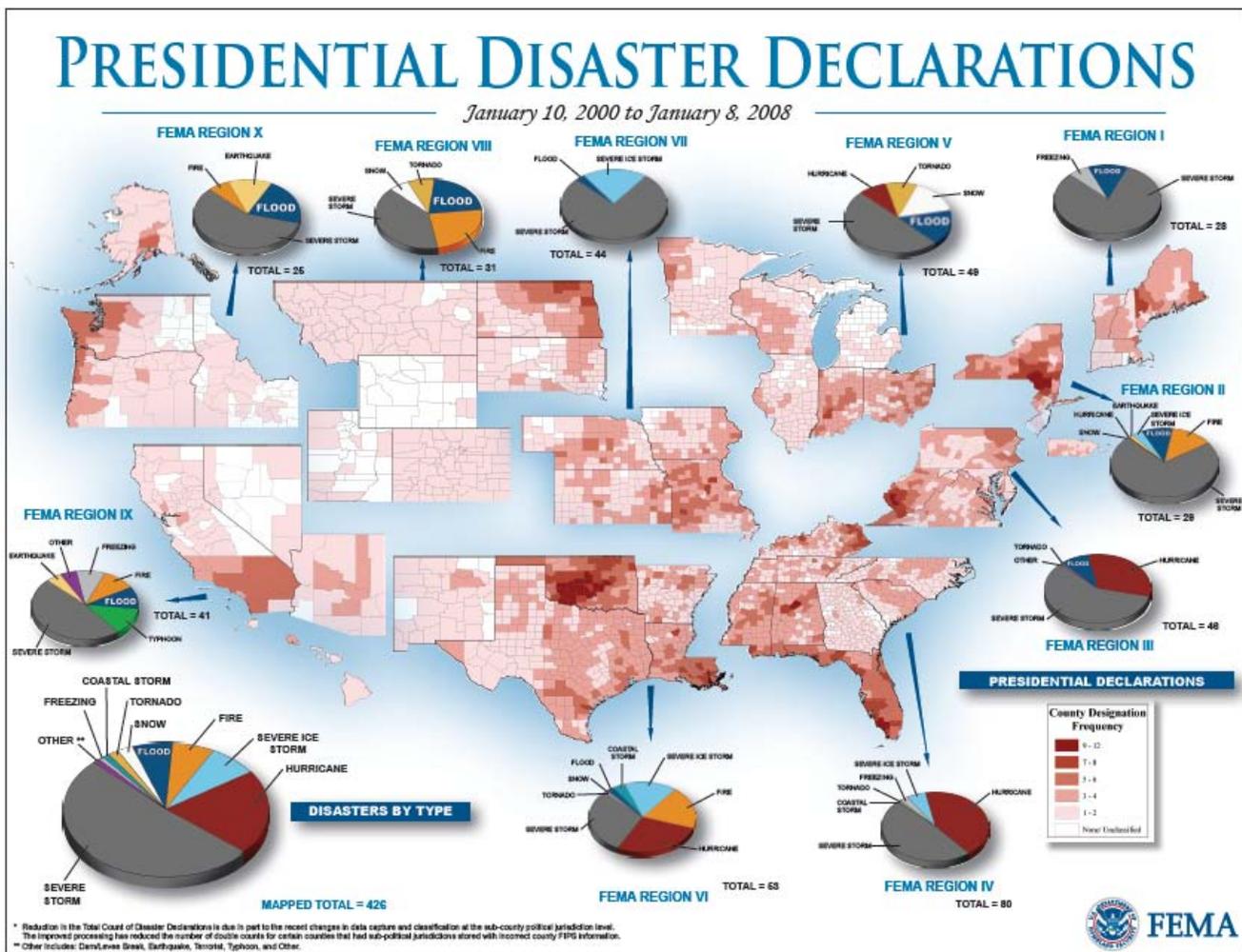
This assessment checklist will guide you through identifying and rating these risks. You can then focus mitigation efforts on risks with higher *importance*, which is calculated by multiplying the *probability* (increasing 1 to 5) and *impact* (increasing 1 to 5) numbers. Use the blank rows to write in any other threats particular to your organization. You may consider risks to your supply chain in a separate checklist, so focus only on threats directly to your business and employees.

Risk	Importance ▼			Comments
	Probability	1	5	
EXAMPLE: meteor strike to building	Impact	5		No reasonable mitigation techniques. Ignore.
EXAMPLE: transformer hit by lightning; power out for one week	Probability	2	6	Install transfer switch to allow generator power
	Impact	3		
Power outage: consider whether your grid is a priority for utilities to restore quickly	Probability			
	Impact			
Lost access to building: due to pest infestation quarantine, crime scene, etc.	Probability			
	Impact			
Critical equipment failure: examples are email server, key file server, heat or A/C	Probability			
	Impact			
Phone/Internet outage: cut cable, phone company power loss, phone server down	Probability			
	Impact			
*Fire: wildfires, nearby building fires, and chemical fires are possible sources	Probability			
	Impact			
*Tornado: and other high winds. Impact increased if building is not storm-proof	Probability			
	Impact			
*Flood: may represent regional flooding from coast or rivers, or pipe bursts/leaks	Probability			
	Impact			
*Hurricane/seasonal storms: Ice storms represent similar risk for other regions	Probability			
	Impact			
*Earthquake: weigh supply chain effects, not just your own building	Probability			
	Impact			
Employee absenteeism: those with unique skills or special needs for family	Probability			
	Impact			
Mass absenteeism: pandemic or transportation strike/outage are causes	Probability			
	Impact			
Explosion/Spill: heightened risk if near highway, railroad, airport, chemical plant	Probability			
	Impact			
Terrorism: communications and transport likely to cause secondary challenges	Probability			
	Impact			
	Probability			
	Impact			
	Probability			
	Impact			

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It is recommended that you review a checklist for each "risk" to best prepare your business and your people for all common threats.

The map below demonstrates the frequency and variety of threats across the United States, and the same is true for Canada and the rest of the world. This data was compiled by FEMA. A higher resolution of the original map can be found at [www.gismaps.fema.gov/recent.pdf](http://www.gismaps.fema.gov/recent.pdf)



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