

Report Title: Risk assessment Details

Run Date and Time: 25/06/2026 15:57:15 Australian Eastern Standard Time (Queensland)

Run by: Mel Rogers

Table name: sn_hs_rm_risk_assessment

Risk assessment			
Number:	RAS0011035	Title:	Brisbane and Gold Coast LTQ Speech Competition
Risk owner:	Mel Rogers	Description:	This guideline relates to students participating in the LTQ languages speech contest held at Griffith University, Nathan and Gold Coast campus.
Opened by:	Mel Rogers		
Department:	School of Hum Lang and Soc Sci		
People at risk:	Primary and High school student participants		
	Parents		
	Griffith staff and students supporting the event		
	LTQ judges and convenors	State:	Complete
Restricted:	false	Approval:	Approved
Restricted reason:		Select a risk matrix:	5x5 Risk Matrix
		Correlation ID:	10416 G Safe
		Documents referenced:	

Calculated Risk Tolerances	
Risk before controls:	
Low	
Risk after controls:	
Very Low	

Reviewers and Approvers			
Assessment team:	Sheree Robinson	Assign to approver:	Robert Mason
Reviewers:		Risk assessment date:	25/06/2026 14:53:41
PVC Approver:	Scott Harrison	Review date:	24/06/2028 14:53:41

Location Details	
Effect:	
On Campus Location(s)	
Location:	
Brisbane South (Nathan), Gold Coast	
Location details:	
A number of buildings over both campuses. Room numbers not yet confirmed.	
Additional comments:	

10/06/2026 12:51:38 - Mel Rogers (Additional comments)
See attachment for list of hazards and risks.

10/06/2026 12:19:20 - Mel Rogers (Additional comments)
Emergency
Management
Working on a
University campus
and requiring an
emergency response

10/06/2026 12:18:26 - Mel Rogers (Additional comments)
Brisbane LTQ Speech Comprtition is 2 August 2026 and Gold Coast event is 16 August 2026. Event organisers are working with campus support teams to manage key operational requirements, including venue cleaning, security arrangements, site access, and attendee movement.

Work notes:

25/06/2026 15:56:53 - Mel Rogers (Work notes)
Mel Rogers has reviewed, accepted, and agreed to all risk controls.

25/06/2026 15:56:35 - Mel Rogers (Work notes)
Mel Rogers has reviewed, accepted, and agreed to all risk controls.

25/06/2026 14:53:41 - System (Work notes)
Approved by Robert Mason

Related List Title: Risks and controls List
Table name: sn_hs_rm_risk_controls
Query Condition: Risk assessment = RAS0011035
Sort Order: Number in ascending order

4 Risks and controls

▲umber	Title	Hazard	Hazard category	Risk before control s	Risk after controls	Controls
RAC0009310	Emergency Management Working on a University campus and requiring an emergency response	Physical environment	Psychosocial	Very Low	Very Low	Emergency Response Plan
RAC0009325	Preparing and installing for events.	Other - Manual tasks	Manual tasks	Low	Very Low	Training
RAC0009326	Service of food and drinks	Other	Other	Very Low	Very Low	Outsource to a contractor/third party
RAC0010402	Emergency Management Working on a University campus and requiring an emergency response	Physical environment	Psychosocial	Very Low	Very Low	Emergency Response Plan

Related List Title: Health and Safety action List
Table name: sn_ohs_im_action
Query Condition: Health and Safety task = RAS0011035
Sort Order: Number in ascending order

3 Health and Safety actions

▲umber	Short description	State	Type	Priority	Assigned to	Due date	Name
ACT0003732	Combine Gold Coast and Nathan risk assessment.	Closed Complete	Opportunity for improvement	4 - Low	Mel Rogers	26/06/2026 15:55:57	Mel Rogers
ACT0003798	Risk Assessment RAS0011035 has been Accepted by Mel Rogers	Closed Complete	Preventative	4 - Low	Mel Rogers	25/06/2026 15:56:35	Mel Rogers
ACT0003799	Risk Assessment RAS0011035 has been Accepted by Mel Rogers	Closed Complete	Preventative	4 - Low	Mel Rogers	25/06/2026 15:56:53	Mel Rogers

Related List Title: Approval List
Table name: sysapproval_approver
Query Condition: Approval for = RAS0011035
Sort Order: Order in ascending order

1 Approvals

State	Approver	Comments	Approval for	Created
Approved	Robert Mason	25/06/2026 14:53:39 - Robert Mason (Comments) Approved - Very low risk after controls	RAS0011035	10/06/2026 13:09:02