

**ROTARY DISTRICT 9810 FORM
YOUTH PROTECTION RISK ASSESSMENT**

The following information shall be provided to the District Insurance Officer and the District Club Protection Co-ordinator prior to the commencement of any youth program or project.

1. Describe the activity / project being undertaken.

2. Detail the people participating in the activity / project. Does it involve young people and other members of the public who are non-Rotarians? Does it involve other organizations?

3. If it involves young people, have you confirmed that all persons involved in the activity / project have been screened for suitability via:
 - a. Confirmation of a current Working With Children Check (WWCC).
 - b. Declaration of criminal record.
 - c. Reference checks.

4. Describe the potential hazards or dangers to the general public and to persons participating in the activity / project.

5. Have there been prior incidents or accidents on this type of project and, if so, what occurred and what action has been taken to reduce the risk of a repeat of the incident or accident?

6. What action can be taken to:
 - Remove or eliminate hazards

 - Isolate the source of hazards or danger

 - Reduce the likelihood of an incident occurring

 - Reduce the seriousness of an incident if it does occur?

7. If working with another organization, have you ensured that the other organization has its own Public Liability Insurance. Ensure that you obtain a copy of the Certificate of Currency of that Insurance.

8. Have you ensured that you have not been requested by any other organization to indemnify them as a Third Party? Under no circumstance do so without clearance from the 9810 District Insurance Officer.

Any queries or questions regarding Insurance Coverage should be directed to the 9810 District Insurance Officer.