

Risk assessment of security, travel and health risks

Procedure and template for:

- a) Hosting organisation to provide updates for regularly update the evacuation plan jointly with sending organisation to ensure it remains suitable for the operating environment at all times.
- b) Frequency of reviewing of evacuation plan is determined by risk assessment, which is to be adjusted in lieu of change in situation.
- c) The evacuation plan shall be easily accessible for the EU Aid Volunteer.
- d) The hosting organisation shall ensure that the EU Aid Volunteer is informed about any change in the operating environment and any change of the security procedures or protocols.
- e) The hosting organisation shall be aware of the location of the EU Aid Volunteer, and the contact number to reach them at all times, including when on leave.

Risk assessment to include as a minimum:

Assessment conducted:	Date:
General situation in the country of deployment (such as economic situation, recent history and anticipated changes to establish levels of risk and insecurity regarding political instability and complexity, conflicts, civil unrest, ethnic and religious dynamics, etc. to establish a map of threats, the likelihood of each threat occurring and their likely impacts);	
Natural-disaster risk-mapping;	
Local attitude and level of local communities' and authorities' acceptance of the EU Aid Volunteer/the initiative;	
Other agencies operating at the same location; Contingencies and evacuation plans;	

Facilities (offices and accommodation);	
Reporting mechanisms and monitoring for security incidents;	
Connectivity and communications available and communication equipment (including accessibility and level of reliability); and	
Availability of transport and current maps, including freedom of movement and ease of access.	

To be annex: template and procedure for written assessment of security and safety and health risks.