

# Research Travel Safety Risk Assessment

## 1. Traveller Details

Name

Position/Role

Email

Department/Organisation

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## 2. Travel Itinerary

Destination(s)

Purpose of Travel

Departure Date

Return Date

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## 3. Risk Assessment

Risk factors (e.g. political instability, health, natural disaster, crime, transport, etc.)

Risk Level

Describe the possible risks in detail

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## 4. Mitigation Measures

What measures will be taken to mitigate identified risks?

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## 5. Emergency Planning

Emergency contacts in destination

Travel Insurance Details

Local Embassy/Consulate Contact

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## 6. Additional Notes

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## 7. Approval

Supervisor/Approver Name

Date