

5. Organising an event

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6. Failure to comply

Visiting Speaker Risk Assessment and Procedure

- 1 Procedure to be followed by all event organisers
- 2 Criteria for local assessment of proposal external speaker or event

Question 1:

If the answer to all five questions is NO:

If the answer to any of the question is Unclear or YES:



Visiting Speaker Risk Assessment – University Events

Event Organiser

Speaker/Event



Flowchart for approval of External Speakers/Events



