

Risk Assessment Cover Page

Students are strongly encouraged to familiarize themselves with the Faculty's Policy and Procedures Concerning Risk to Students Undertaking Field Study. The Faculty of Environmental Studies (FES) recognizes the importance of study and research by its students in field settings in Canada and internationally. However, FES also recognizes that all research involves some risk and that field study frequently involves more and different kinds of risk than some other types of research.

Risk in field study includes, but is not limited to, the risk to physical health, emotional well-being and personal safety. Risk may arise because of the nature of the research itself; or from the climate, the political, social, economic and cultural environment of the field study location; from the race, gender, religious or cultural background of the researcher; from the travel, living and working conditions required for the field study. To that end, before providing academic approval for, or financial assistance to, any field study proposal, FES requires a student to provide evidence of proper preparation for field study.

If the risk to the research is more than everyday activities, then the Risk Assessment form is required. Risk Assessments must be approved before you can conduct research under the auspices of FES or York University. Research conducted without an approved Risk Assessment will not be permitted in academic work. Please submit all documentation a minimum of four weeks in advance of departure.

OFFICE USE ONLY:

Approved _____
 Approved _____
 Not approved _____
 Date _____

SECTION A. General information (please print)

Name _____
 Email _____ Degree BES MES PhD

Travel details

Destination _____
 Proposed travel dates _____

Supervisor/course director

Name _____
 Email _____

SECTION B. Required documentation checklist

All documentation listed below is required. Incomplete submissions will be automatically denied.

- | | |
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| <input type="checkbox"/> Research proposal or description of activity | <input type="checkbox"/> Statement of Understanding of diseases risks at destination |
| <input type="checkbox"/> Proof of health insurance/coverage | <input type="checkbox"/> Undertaking of Risk Assessment and Management Strategies |
| <input type="checkbox"/> Flight and other travel information (copy of tickets/itinerary) | <input type="checkbox"/> FES Travel Waiver |
| <input type="checkbox"/> Proof of travel insurance (including repatriation coverage) for international travel | <input type="checkbox"/> Letter (preferably on organizational letterhead) from destination host(s) confirming a work/research relationship if appropriate |
| <input type="checkbox"/> Department of Foreign Affairs and International Trade Canada (DFAIT) Country Profile (www.voyage.gc.ca/dest/ctry/reportpage-en.asp) or other relevant documentation (attach hard copy) | <input type="checkbox"/> All relevant signatures from student, supervisor, project leader/destination host |

SECTION C. Signatures

The Project leader/agreement administrator signature may be used in lieu of a letter from the destination host only in the case where a formal institution linkage exists between FES and a supervising organization at the host destination. (See FES Academic Regulations, Appendix 6, sec 2.3.)

Submit one copy of all required documentation to:
FES Clerk, Faculty Governance, 127 HNES Building, York University

Student signature _____ Date _____
 Supervisor/course director signature _____ Date _____
 Project leader/agreement administrator signature _____ Date _____