

MOD	EMS Procedures	Procedure EMP03/F/01
EMP03: Impact Priority Evaluation		Page 1

Form EMP03/F/01 – Record of Priority Evaluation Methodology					
Project Title:					
IPT:					
Completed by:				Date:	
Reviewed by:				Date:	
<u>Step 1 – Number of categories to be used</u>					
Severity (please tick appropriate box):					
6 categories (Recommended)		<input type="checkbox"/>	5 categories		<input type="checkbox"/>
		<input type="checkbox"/>	4 categories		<input type="checkbox"/>
If less than 6 categories were used, please provide reasons:					
Frequency/duration:					
6 categories (Recommended)		<input type="checkbox"/>	5 categories		<input type="checkbox"/>
		<input type="checkbox"/>	4 categories		<input type="checkbox"/>
If less than 6 categories were used, please provide reasons:					

Issue	Authorised by CESO DE&S	ISSUE LEVEL:	Release V2.2s
Approval	Authorised by DG S&E	DATE:	November 2007

MOD	EMS Procedures	Procedure EMP03/F/01
EMP03: Impact Priority Evaluation		Page 2

<p><u>Step 2 – Assign categories</u></p> <p>Please list the categories used to score severity:</p>
<p>Reasons for choice (if applicable):</p>
<p>Please list the categories used to score frequency/duration:</p>
<p>Reasons for choice (if applicable):</p>

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	DATE:	November 2007

MOD	EMS Procedures	Procedure EMP03/F/01
EMP03: Impact Priority Evaluation		Page 3

Step 3 – Threshold score for priority action
Please record the threshold score used to determine priority action:

Recommended threshold score of 12 and 24		Other (please specify)	
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If the threshold score is not 12 and 24, please provide reasons:

Step 5 – Increasing resolution between impacts

Has scale been used to gain better resolution between impacts?	Yes		No	
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If yes, please give reasons:

Record how this has altered the ranking of the impacts:

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