

INTERNATIONAL TRAVEL RISK TEMPLATE

Name: Prudence Rees-Lee

Organisation: NA

| What are the risks? | Who might be impacted and how? | What is the impact of this risk? | What is the likelihood? | What are you doing to manage and/or mitigate this risk? | Action by whom? | Action by when? | Done |
|--|---|----------------------------------|-------------------------|--|--------------------|------------------------------|------|
| Illness or injury during travel or residency. | I could experience delays in completing the residency or require medical attention, disrupting my schedule. | Moderate | Medium | I will obtain comprehensive travel insurance that covers health, injury, and COVID-19-related disruptions. I'll familiarise myself with local healthcare facilities in Berlin and other cities on the tour, and I'll prioritise staying healthy through proper hydration, nutrition, and rest. I'll also follow all health and safety guidelines at MONOM. | Me | Before departure | N |
| Fatigue or burnout due to an intensive schedule. | I could experience reduced creative productivity or physical exhaustion. | Mild | Medium | I'll build adequate rest periods into my itinerary and allow flexibility in the schedule to accommodate any unexpected delays or rest needs. | Me | During itinerary planning | Y |
| Delays or cancellations in flights or transportation. | My schedule for the residency or performances could be disrupted. | Moderate | Medium | I'll book flights and accommodations with flexible or refundable options and schedule arrival dates with buffer days to account for possible delays. | Me | During travel booking | N |
| Loss or damage of equipment during travel. | I might experience delays in my creative output or incur financial loss. | Moderate | Low | I'll use durable, protective cases for all my equipment and carry essential items, such as project drives, in my carry-on luggage. I'll also ensure my insurance covers equipment loss or damage. | Me | Before departure | N |
| Technical issues with MONOM's 4D Sound system. | Any technical difficulties could delay my creative process or impact my residency output. | Moderate | Low | I'll schedule an orientation session with MONOM's technical team upon arrival to ensure familiarity with the system. I'll maintain multiple backups of my project files and collaborate closely with MONOM staff to resolve any issues promptly. | Me and MONOM staff | Upon residency start | N |
| Budget overrun due to unexpected costs. | I might face financial strain, limiting my flexibility for other aspects of the project. | Moderate | Medium | I have built a contingency fund into my budget and monitor expenses closely throughout the tour and residency. | Me | Before departure and ongoing | Y |
| Difficulty translating my international experiences into actionable benefits for the Australian community. | The broader Australian artistic community might not fully benefit from the knowledge and skills I gain during the residency and tour. | Mild | Low | I will document the residency thoroughly through notes, audio, and video recordings. Upon my return, I'll organise structured workshops and mentoring sessions at MESS and RMIT and share insights during my upcoming Spatial Composition and Diffusion course. | Me | Upon return to Australia | N |