

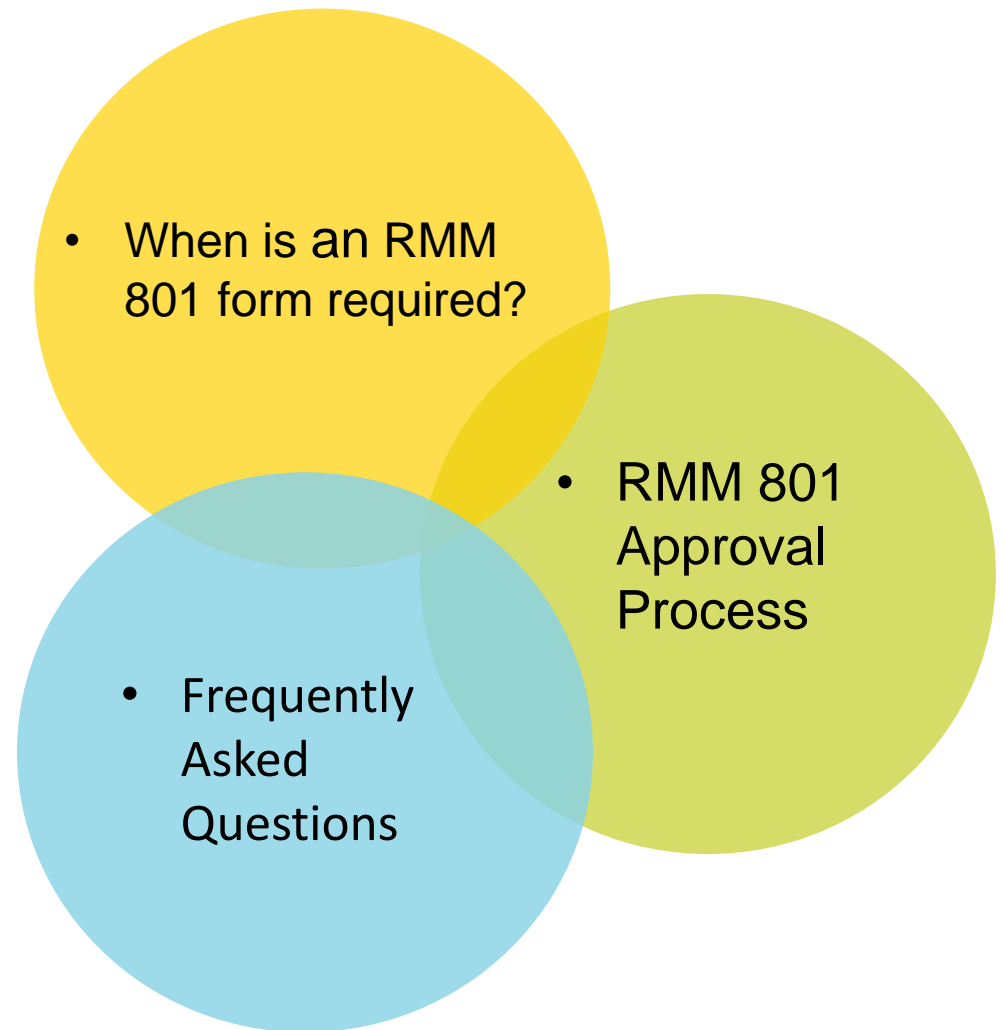
The New RMM 801

**Field Trips, Student
Placements and Research
Planning and Approval
Program**



November 2017

Agenda



When is RMM 801 required?



- Field trips
- Student placements outside Canada
- Field research that falls within employment responsibilities or the academic program of the participant
- All of campus activities that are part of McMaster's academic courses and programs

When is RMM 801 NOT required?



- Travel for conferences, seminars, meeting, or visits to academic or related institutions
- Student placements within Canada
- External activities that are NOT part of employment or academic responsibilities
- Travel or activities of a person who is not a member of the McMaster community

How it works



Determining Risk Level

Level of risk is determined by two factors:

Travel Advisory Ratings & Activity Assessments

Low Risk



Destination is classified by Global Affairs Canada as an **L1: Exercise normal security precautions** or **L2: Exercise a high degree of caution** country/state.

Risks involved in activities have been determined to be **no greater** than those encountered in everyday life.

Example: Working in a museum in London

Significant Risk



Destination is classified by Global Affairs Canada as an **L1: Exercise normal security precautions** or **L2: Exercise a high degree of caution** country/state.

Risks involved in activities have been determined to be significantly greater than those encountered in everyday life.

Example: Conducting research on an active Volcano in Hawaii

Extreme Risk



Destination is classified by Global Affairs Canada as an **L3: Avoid all non essential travel** or **L4: Avoid all travel** country/state.

Risks involved in activities have been determined to be significantly greater than those encountered in everyday life.

One or both of these scenarios would be considered extreme risk

Example: Research in Hiroshima or Placement in Yemen

Required Forms and Approval

Level of risk is determined by two factors:

Travel Advisory Ratings & Activity Assessments

Low Risk

Complete RMM 801:

- Approval Form,
- Statement of Responsibilities Checklist
- Participant Waiver Agreement
- Declaration of Health Status (activities outside of Ontario only)

Receive Approval:

- Supervisor
- Department Chair/Director

Significant Risk

Complete RMM 801:

- Approval Form,
- Statement of Responsibilities Checklist
- Participant Waiver Agreement
- Declaration of Health Status (activities outside of Ontario only)

Receive Approval:

- Supervisor
- Department Chair/Director
- EOHSS for FINAL approval

Extreme Risk

Complete RMM 801:

- Approval Form,
- Statement of Responsibilities Checklist
- Participant Waiver Agreement
- Declaration of Health Status (activities outside of Ontario only)

Receive Approval:

- Supervisor
- Department Chair/Director
- Submit to EOHSS
- Provost/VP International Affairs gives final approval

A scenic autumn campus scene. In the foreground, a group of five students are sitting on a lawn covered with fallen orange and yellow leaves. A bicycle is parked nearby. In the background, a large, multi-story ivy-covered building with many windows stands on the left. The sun is shining through the trees, creating a warm, golden light. A large, dark red semi-circular graphic is overlaid on the right side of the image.

Thank you