Form EMP03/F/01 – Record of Priority Evaluation Methodology					
Project Title:					
IPT:					
Completed by:			**Date:**		
Reviewed by:			**Date:**		

Step 1 – Number of categories to be used

Severity (please tick appropriate box):

6 categories (Recommended)		5 categories		4 categories	

If less than 6 categories were used, please provide reasons:

Frequency/duration:

6 categories (Recommended)		5 categories		4 categories	

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

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Step 2 – Assign categories

Please list the categories used to score severity:

Reasons for choice (if applicable):

Please list the categories used to score frequency/duration:

Reasons for choice (if applicable):

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)	

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	

If yes, please give reasons:

Record how this has altered the ranking of the impacts: