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| **Risk** | **Events applicable** | **Preventive action** | **Alternate solution** |
| Event may fail to attract participants as it is  new | Dial a director | Proper publicity of the events will be  done in November and December | On the spot  registrations |
| Venue may not be clean. | Dial a director, Mono Acting, Vernacular Mono Acting | Cleanliness of the venue must be  checked in 2nd Dryrun | Alternate Venue |
| Judges may not be upto the mark | Dial a director, Mono Acting, Dramatics, Street Play, Vernacular Mono Acting | Judges should be contacted from early  November itself so that good quality  judges are ensured | Increase the  number of  contacted  judges |
| Judges may not turn up | Dial a director, Dramatics, Street Play, Vernacular Mono Acting | There should be some back up judges  who can turn up in short notice |  |
| Constant disturbances at the side gates of  venue are likely. | Dial a director, Dramatics, Mono Acting | Signposts could be put up at the gates  barring entry | A volunteer  could be posted  outside by the  security  department |
| People may trip over lights | Dial a director, Dramatics, Mono Acting, Vernacular Mono Acting | house lights will be switched on  between plays. | Wiring should  be done  properly  ensuring safety  of people and  also the lights |
| the lighting could be improper | Dial a director, Dramatics, Mono Acting, Vernacular Mono Acting | Dry run will be done sufficently before  Saarang. QMS Managers will ensure  that the demands of the events are clear  to FR and it is feasible for FR to satisfy  the demand. | Event start time  was given to FR  as very early (6  hours before  the event) |
| Participants may not understand the rules  properly' | Dial a director, Mono Acting, Vernacular Mono Acting | Rules were put up on the website | Emailed the  rules |
| Participants may not know the props provided  clearly | Dial a director, Mono Acting, Vernacular Mono Acting | We will show them props while  reistration | We will show  them Pictures |
| The wings for the trailer round may not be of  the right size | Dial a director, Dramatics, Mono Acting, Vernacular Mono Acting | Dry run will be done sufficently before  Saarang. QMS Managers will ensure  that the demands of the events are clear  to FR and it is feasible for FR to satisfy  the demand. | As it takes a  significant  amount of time  to make the  arrangemenets,  time was given  for FR  arrangements |
| The overall turnout might be low | Dramatics, Mono Acting, Street Play, Vernacular Mono Acting | Focus on pre-Saarang pubilicity, especially to atleast increase audience footfall for such evetns | On the spot registrations |
| Participants may not get sufficient time for tech  rehearsal | Dramatics | venue is prepared 6 hours before | Reduce the  tech rehearsal  upto 5 minutes |
| May be conducted on a Sunday, etc, and  some deaprtments may be closed; hence  the venue should be chosen keeping all this  in mind. (Was experienced in mono acting  last year, however, applies to all events). | Mono Acting, Vernacular Mono Acting | Dry runs should be  conducted properly.  Booking venues should be  checked for accessibility | Alternate venue |
| Judges decided by other Saarang teams  may not be reliable. | Street Play | Regular follow-ups with POC of other  department(spons)-- judges are a must;  judges for Thespian events should  preferably be chosen by Thespian  coordinators and conveners. | Judges for  Thespian  events should  preferably be  chosen by  Thespian  coordinators  and conveners. |
| Rain may affect the happening of the  event | Street Play | There should be  an alternate  indoor venue if  it rains during  the event. | Postpone |
| It may be too hot during the event | Street Play | Event is scheduled in the evening | Sufficient  drinking water  should be  available for  participants and  coordinators at  the venue.  Judges also  should be given  refreshments. |
| Delay in starting of the event | Street Play, Dramatics, Dial a director, Mono Acting | Super-coordinators has to make sure that  the respective event coordinators are at  the venue 30 mins before the start of the  event | keep the crowd  engaged until  the event starts. |
| Problem with PA system | Street Play, Dramatics, Dial a director, Mono Acting | FR coordinators contacts should be kept  ready during 2nd dry run itself | Call upon the  FR coordinators  assigned for PA  system (  referring the all  coordinators  sheet) |
| Putting up banners/backdrop | Street Play, Dramatics, Dial a director, Mono Acting | Discuss it during 2nd Dry run | Coordinate with  FR team |
| It may be difficult to find  judges who knows many  languages | Vernacular Mono Acting | The event should be limited to  Tamil and Hindi, so that we can  get judges of good caliber. |  |
| Some other language  participant may turn up | Vernacular Mono Acting | It is mentioned very clearly in all  write ups and website that the  event is limited to Tamil and Hindi |  |