

The filename should consist of the Companies designated 3 letter Company Code followed by the 'Risk' and the month and year of submission (see below) For example for an asset in Anglian Water:

Filename: ANG-Risk-[ID or AssetRef]-MM-YY.[csv][xls]  
e.g ANG-Risk-T001-01-15.csv

| Column | FIELD NAME      | FIELD DESCRIPTION  | STATUS<br>(Mandatory/optional) | FIELD TYPE                     | FIELD SIZE | FIELD EXAMPLE<br>(for illustration only) |
|--------|-----------------|--|--------------------------------|--------------------------------|------------|--|
| a.     | Date            | Date of the risk assessment or review (DD-MMM-YYYY)  | Mandatory                      | Date                           | 11         | 31-JAN-2014                              |
| b.     | Company         | DWI 3 letter acronym for company   | Mandatory                      | Text                           | 3          | ANG                                      |
| c.     | AssetRef        | <p>i) Asset reference as defined in ‘Details’ tables submitted to the Inspectorate annually, type prefix -<br/> <b>Z</b> for supply zone<br/> <b>R</b> for service reservoir/water tower<br/> <b>T</b> for water treatment works<br/> <b>S</b> for supply point<br/> <b>A</b> for abstraction point -<br/> and identifier (as in raw or treated ‘Details’ tables)<br/> <b>[ ]</b> Where Asset is defined in <b>bulk supply table</b> of ‘Details’ tables use company determined code</p> <p>ii) Where Asset is defined as a catchment, a code is required in the format -<br/> <b>C</b> for catchment area and identifier -<br/> Company should also submit catchment code and details in <b>Table A</b> (see below)</p> | Mandatory                      | Text                           | 10         | <p>Z013</p> <p>C123</p>                  |
| d.     | AssetName       | Name of Site (as in raw or treated ‘Details’ tables)   | Optional                       | Text                           | 150        | Holby South                              |
| e.     | SupplySystemRef | Supply system reference number – Company identifier (numerals) PREFIXED by ‘Y’ (If an asset is included in more than one supply system and   | Optional                       | Text :<br>controlled<br>format | 400        | Y1234<br>Or Y1234;Y1235                  |

|    |                       |  |  |             |      |   |
|----|-----------------------|--|--|-------------|------|---|
|    |                       | the hazard and its control are the same then include the reference for each supply system separated by a semicolon (;))  |  |             |      |   |
| f. | SupplySystemName      | Company Name of supply system (If an asset is included in more than one supply system and the hazard and its control are the same then include the name for each supply system separated by a semicolon (;)) | Optional   | Free Text   | 2000 | Northfield Supply System<br>Northfield Supply System;Southfield Supply System |
| g. | Stage                 | Select one from controlled list - Catchment, Abstraction, Consumer, Distribution, Storage, Treatment, Bulk Supply  | Mandatory  | Text        | 20   | Catchment   |
| h. | HazardRef             | Select one from controlled list (For multiple hazards in an asset submit one record for each hazard)   | Mandatory  | Text/Number | 5    | C002<br>[as on published list]  |
| i. | HazardousEvent        | [Description example – Free Text]<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's database          | Optional   | Free Text   | 300  | Valve failure   |
| j. | PreLikelihood         | Likelihood score [0 – 999999]  | Optional   | Number      | 6    | 10  |
| k. | PreConsequence        | Consequence score [0 – 999999]   | Optional   | Number      | 6    | 2   |
| l. | Risk                  | Risk Score [0 – 999999999]   | Mandatory  | Number      | 9    | 20  |
| m. | ControlMeasureName    | Name of Control  | Mandatory unless Control Measure Details (n.) or Control Group (o.) supplied | Free Text   | 80   | Catchment management  |
| n. | ControlMeasureDetails | [Description example – Free Text]<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's database          | Mandatory unless Control Measure Name (m.) or Control Group (o.) supplied    | Free Text   | 800  | Works shutdown until Raw water quality improves                               |
| o. | ControlMeasureGroup   | [Description example – Free Text]<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's                   | Mandatory unless Control Measure Name (m.) or Control Measure                | Free Text   | 80   | Treatment   |

|     |                                  | database   | Details (n.)supplied   |                          |      |  |
|-----|----------------------------------|--|--|--------------------------|------|--|
| p.  | PostLikelihood                   | Likelihood score [0 – 999999]  | Optional   | Number                   | 6    | 8  |
| q.  | PostConsequence                  | Consequence score [0 – 999999]   | Optional   | Number                   | 6    | 2  |
| r.  | ResidualRisk                     | Company Risk Score [0 – 999999999]   | Mandatory  | Number                   | 9    | 16   |
| s.  | Parameters Monitored             | List parameters monitored add DWI Parameter names (IL 6/2003, Annex C - add codes separated by semicolons (;))   | Mandatory unless Parameter Monitoring Suite Code (s.) supplied | Text : controlled format | 1000 | A006;P002;B006A                                  |
| t.  | ParameterSuite Code              | Where a routine set of parameters are regularly monitored, the Company may designate a Parameter Suite Code. The format for this code should be PSC001, PSC002, etc (see Field Example). The relationship between the Parameter Suite Code and the parameters contained within it should be submitted on an annual basis. Add codes separated by semicolons (;). See <b>Table C</b> below for specification. | Mandatory unless individual Parameters Monitored (r.) supplied | Text/Number              | 120  | PSC001;PSC021;PSC31                              |
| u.  | MonitoringRecords                | [Description example – Free Text]<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's database  | Optional   | Free Text                | 800  | Operational monitoring programme                 |
| v.  | OngoingValidation Procedures     | [Description example – Free Text]<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's database  | Optional   | Free Text                | 800  | Enhanced filter sampling and reporting programme |
| w.  | Comments                         | Additional Information   | Optional   | Free Text                | 800  | Risk is seasonal                                 |
| x.  | DWICategory                      | Select one category from controlled list (see <b>Table D</b> below)  | Mandatory  | Text                     | 1    | G  |
| y.  | AdditionalControl MeasureDetails | Detail any additional measures identified for future delivery  | Optional   | Free Text                | 800  | Installation of UV planned for 2016              |
| z.  | LegalInstrument Reference        | Reference allocated by DWI Improvement Programme database  | Optional   | Text                     | 10   | ANG1234  |
| aa. | HazardID                         | Unique identifier for this hazard entry within this RAR template   | Optional   | Text                     | 50   | HID11111111                                      |

**Table A** – Details of asset defined as a catchment. Filename must follow format XXX-Catchment-MM-YY.xls/csv where XXX is the three letter Company code, MM is the month number and YY is the year e.g. 01-15 for January 2015

| Col<br>-<br>um<br>n | FIELD NAME            | FIELD DESCRIPTION   | STATUS<br>(Mandatory/optional<br>) | FIELD<br>TYPE | FIELD<br>SIZE | FIELD EXAMPLE<br>(for illustration only) |
|---------------------|-----------------------|---|------------------------------------|---------------|---------------|--|
| a.                  | Year                  | Year of return  | Mandatory                          | Number        | 4             | 2014                                     |
| b                   | AssetRef              | Where Asset is defined as a catchment and prefixed with a C (as in column c. of Risk Assessment Report specification)   | Mandatory                          | Text          | 10            | C123                                     |
| c.                  | CatchmentName         | Company name of Catchment   | Mandatory                          | Free Text     | 80            | Holby South Catchment Area               |
| d.                  | Catchment Description | Description of Catchment area<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's database | Optional                           | Free Text     | 800           |  |

**Table B** – Details of asset and Supply System. Filename must follow format XXX-Asset-MM-YY.xls/csv where XXX is the three letter Company code, MM is the month number and YY is the year e.g. 01-15 for January 2015

| Col<br>um<br>n | FIELD NAME       | FIELD DESCRIPTION                                       | STATUS<br>(Mandatory/optional) | FIELD<br>TYPE | FIELD<br>SIZE | FIELD EXAMPLE<br>(for illustration only) |
|----------------|------------------|---|--------------------------------|---------------|---------------|--|
| a.             | Year             | Year of Return  | Mandatory                      | Number        | 4             | 2014                                     |
| b              | AssetRef         | As in column c. of Risk Assessment Report specification | Mandatory                      | Text          | 10            | Z013                                     |
| c.             | SupplySystemRef  | As in column e. of Risk Assessment Report specification | Mandatory                      | Text          | 12            | Y1234                                    |
| d.             | SupplySystemName | Company Name of supply system                           | Mandatory                      | Text          | 80            | Holby South                              |

|    |         |   |          |           |     |  |
|----|---------|---|----------|-----------|-----|--|
| e. | Comment | [Description example – Free Text]<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's database | Optional | Free Text | 800 |  |
|----|---------|---|----------|-----------|-----|--|

**Table C** – specification for Parameter Suite table

Filename must follow format XXX-PSC-MM-YY.xls/csv where XXX is the three letter Company code, MM is the month number and YY is the year e.g. 01-15 for January 2015

| Column | FIELD NAME         | FIELD DESCRIPTION  | STATUS<br>(Mandatory/optional) | FIELD TYPE  | FIELD SIZE | FIELD EXAMPLE<br>(for illustration only) |
|--------|--------------------|--|--------------------------------|-------------|------------|--|
| a.     | Date               | Date of review (DD-MMM-YYYY)   | Mandatory                      | Date        | 11         | 31-JAN-2014                              |
| b.     | ParameterSuiteCode | Parameter Suite Code as in column t. of Risk Assessment Report Specification       | Mandatory                      | Text/Number | 30         | PSC1                                     |
| c.     | ParameterCode      | Parameter code (IL 6/2003, Annex C) included in Parameter Suite in column b. above | Mandatory                      | Free Text   | 6          | A006                                     |

**Table D** – DWI Categories and descriptions, select one category letter and place in column x.

| Category | Description   |
|----------|---|
| <b>A</b> | Target risk mitigation received , verified and maintained.                        |
| <b>B</b> | Additional control measures which will materially reduce risk are being validated |
| <b>C</b> | Additional control measures which will materially reduce risk are being delivered |
| <b>D</b> | Additional control measures are required to materially reduce risk                |
| <b>E</b> | Mitigation under investigation  |
| <b>F</b> | Partial mitigation  |
| <b>G</b> | No mitigation in place : control point downstream                                 |
| <b>H</b> | No mitigation in place and none required  |

**Table E** – specification for Catchment Supply table. Filename must follow format XXX-CatchSup-MM-YY.xls/csv where XXX is the three letter Company code, MM is the month number and YY is the year e.g. 01-15 for January 2015 Table should display a record for every Abstraction Point within a Catchment

| Column | FIELD NAME     | FIELD DESCRIPTION   | STATUS<br>(Mandatory/optional) | FIELD<br>TYPE | FIELD<br>SIZE | FIELD EXAMPLE<br>(for illustration only) |
|--------|----------------|---|--------------------------------|---------------|---------------|--|
| a.     | Year           | Year of Return  | Mandatory                      | Number        | 4             | 2014                                     |
| b      | AssetRef       | Where Asset is defined as a catchment and prefixed with a C (as in column c. of Risk Assessment Report specification)   | Mandatory                      | Text          | 10            | C123                                     |
| c.     | AbstractionRef | Where Asset is defined as an abstraction point and prefixed with a A (as in column c. of Risk Assessment Report specification)  | Mandatory                      | Text          | 10            | A1234                                    |
| d.     | Comment        | [Description example – Free Text]<br>If table is submitted in comma separated variable (.csv) format Insert in double quotation marks. This will ensure correct loading of fields in DWI's database | Optional                       | Free Text     | 800           |  |

### Change log

| TABLE        | COLUMN | DATE       | CHANGE   |
|--------------|--------|------------|--|
| RAR template | E      | 16/06/2014 | New limit of 200 characters  |
| RAR template | F      | 16/06/2014 | New limit of 1000 characters   |
| RAR template | AA     | 07/07/2014 | Additional field 'HazardID'  |
| RAR template | G      | 07/07/2014 | 'Abstraction' and 'Bulk Supply' added                                      |
| E            | -      | 07/07/2014 | New table to define relationship between catchments and abstraction points |
| -            | -      | 07/07/2014 | .csv format instruction  |
| RAR template | ALL    | 01/08/2014 | All hyphens removed from column headings                                   |
| ALL          | ALL    | 01/08/2014 | Removal of all spaces before and after semi colons                         |
| RAR template | G      | 01/08/2014 | Increase field size to 20  |
| RAR template | JKPU   | 01/08/2014 | Column title change  |

|              |         |            |  |
|--------------|---------|------------|--|
| RAR template | S       | 01/08/2014 | Increase field size to 250                     |
| RAR template | T       | 01/08/2014 | Increase field size to 120                     |
| B            | D       | 01/08/2014 | Add supply system name                         |
| C            | C       | 01/08/2014 | Decrease field size to 6                       |
| RAR template | E       | 01/08/2014 | New limit of 300 characters                    |
| RAR template | T       | 01/08/2014 | New limit of 120 characters                    |
| RAR template | D       | 01/08/2014 | Column is now optional                         |
| RAR template | E       | 01/08/2014 | Column is now optional                         |
| RAR template | F       | 01/08/2014 | Column is now optional                         |
| A            | A       | 01/08/2014 | Field type - number                            |
| B            | A       | 01/08/2014 | Field type - number                            |
| E            | A       | 01/08/2014 | Field type - number                            |
| RAR template | JK PQ   | 01/08/2014 | New limit of 6 characters                      |
| RAR template | L and R | 01/08/2014 | New limit of 9 characters                      |
| RAR template | C       | 01/08/2014 | Note about Bulk Supply Asset Reference         |
| D            | H       | 01/08/2014 | 'and none required' added                      |
| RAR template | D       | 20/10/2014 | Increase field size to 150                     |
| RAR template | E       | 20/10/2014 | Increase field size to 400                     |
| RAR template | F       | 20/10/2014 | Increase field size to 2000                    |
| RAR template | S       | 06/11/2014 | Increase field size to 1000                    |
| RAR template | E       | 12/11/2014 | Field type changed to Text : Controlled format |
| RAR template | S       | 12/11/2014 | Text : controlled format                       |