

Checklist: Developing Information Materials

DRINKING WATER RISK COMMUNICATION TOOLKIT

- The information is specific.
- The audience is clearly defined and information is developed for the audience who will receive it.
- The material will do any of the following that meets audience needs:
 - Describes the nature of the risk
 - Describes uncertainties in the risk management – data limitations
 - Discusses alternatives to the action that is causing the risk and any risks the alternatives may have
 - Explains how the risk will be managed
 - Explains benefits of the risk - anything good to being exposed to the risk
 - Actions that your customer can take to control or reduce exposure to the risk
 - Who to contact
 - List of related information
 - Discuss how the data were developed before the data is presented

Adapted from Risk Communication: A Handbook for Communicating Environmental, Safety, and Health Risks, IEEE Press, Lundgren and McMakin, 2013.