University Office of Risk Management

Classifications of Contractors

Low Risk Contractors *(must be a sole proprietor to classify as “low risk”)*

Actor
Artist
Entertainer
Event Planner
Fund Raiser consultant
Guest Lecturer (faculty from other university providing public lecture or panel discussion)
Guest Speaker for “speaker series” or similar events
Management/Business Consultant
Musician
Sculptor
Seminar Facilitator/Leader
Trainer (on-site or off-site)
Trainer who “trains the trainers”
Translator (depending on the content, this could qualify as a “medium risk”).

Medium Risk Contractors *(typically these will be businesses)*

Advertising Agent
Caterer
Community Organizer
Designer (provided that UI personnel have “last look” and ultimate responsibility for content.)
Editor (provided that UI personnel have “last look” and ultimate responsibility for content.)
Executive Search Firm
Graphic Designer
Land Appraiser
Marketing /Promotional Firm
Media Consultant
Photographer
Professional speaker
Public Relations
Radio and/or TV announcer
Transcriber
Translation Services
Video and Audio Editors / Production
Writer

*High Risk Contractors (typically these will be businesses)*

**ENVIRONMENT/LAND**

Environmental Engineer
Geologist
Hydrologist
Land Use Planner

**FINANCE**

Accountant
Actuary
Banking Services
Economist
Financial Advisor – either Tax Consultant or Asset Manager
Investment Services

**INFORMATION TECHNOLOGY**

Database Analysis or Management
Network Administration
Network Design
Network Development
Programmers
Software Development (code-writing)
Software Development (customize a commercial package)
Software Licensing
Systems Analyst
Telecom Design and Administration
Web Administrator
Web Designer

**MANAGEMENT/BUSINESS ADVISORY**

Curriculum Developer/Director
Management/Business Consultant (where unit relies on the consultant’s deliverable)

**MEDICAL/DENTAL CONSULTING**

Medical or Dental Professional (Physician, Advanced Practice Nurse, Ancillary Professionals, Dentist, Orthodontist, Periodontist)

**SCIENCE/RESEARCH**

Archaeologist
Biologist
Botanist
Chemist
Entomologist

**TRAVEL**

Tour operators and travel agencies