

# Risk Assessment

Scope of Works: Event Set up for Selfie Photo Booth Limited

Site Address: **Insert Address**

Issued by Tom Reid

Date: **Insert Date**

<b>LIKELIHOOD:</b> 1. Unlikely 2. Possible 3. Likely 4. Very Likely 5. Certain	<b>OUTCOME:</b> 1. Trivial or no injury 2. First aid treatment 3. Over 7 day injury 4. Major injury 5. Death	<b>RISK RATING = LIKELIHOOD X OUTCOME</b>  1 – 5 <b>LOW</b> No further action required  6 - 9 <b>MEDIUM</b> List action to reduce risk to a tolerable level  10 – 25 <b>HIGH</b> List actions to reduce the risk as far as is reasonably practicable and consider Permit to Work Procedures.
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Initial Assessment					Revised Assessment following introduction of listed controls				
Job – Procedure	Hazard	L <sup>1</sup>	O <sup>1</sup>	R <sup>1</sup>	Control Measures	L <sup>2</sup>	O <sup>2</sup>	R <sup>2</sup>	Comments
1. Arrival at event and set up of work area.	Contact with vehicles using the main highway or car parks	3	4	12	Use hazard warning lights and wear hi visibility vests when loading/offloading vehicles. Look both ways before stepping onto the roadway.	2	4	8	Senior operative to check that all barriers and warning signs are serviceable and in place every day, prior to works commencing.  All vehicle and plant movement will be controlled by a banksman.

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2. Site hazards (contact with others.)	General hazards in and around working area.	3	3	9	<p>Observation of site safety rules.</p> <p>All operatives will act as sentries to restrict access to authorised personnel only.</p>	1	3	3	Members of the public are to be kept out of the working area without complete supervision, barriers may be required to stop unauthorised access
3. Site hazards	Hazards in and around working area.	3	3	9	Use of appropriate PPE subject to Risk Assessment and Event rules.	2	3	6	

Job - Procedure	Hazard	L <sup>1</sup>	O <sup>1</sup>	R <sup>1</sup>	Control Measures	L <sup>2</sup>	O <sup>2</sup>	R <sup>2</sup>	Comments
4. Site hazards	Personal contamination from equipment.	3	2	6	Cover all open cuts or wounds with a waterproof plaster to prevent contact with infected sources (Weil's disease.) Wash hands thoroughly before eating, drinking or visiting the toilet.	2	2	4	
5. Site hazards	Slips, trips and falls.	3	3	9	Avoidance of wet/slippery areas. Wear suitable footwear. Do not leave equipment lying around. A high standard of housekeeping is to be always observed. Check for changes in level.	2	3	6	
6. Noise	Damage to hearing of operatives and others	3	2	6	Use of appropriate PPE subject to Risk Assessment	1	2	2	Anyone who cannot have a normal conversation over a distance of 2 metres will be required to wear appropriate hearing protection.

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7. Manual Handling	Back, hand or foot injury	3	3	9	<p>Mechanical handling equipment will be used to lift heavy loads, e.g. wheelbarrows.</p> <p>The event supervisor will supervise team lifting.</p> <p>gloves to be worn if handling hot or sharp items.</p>	2	3	6	<p>No one is to attempt to handle any load that they feel is beyond their personal capability, always seek assistance.</p> <p>No loads are to be lifted over anyone.</p> <p>MAC Tool Assessments are held at Head Office.</p>
8. Use of hand tools for event build	Personal injury.	2	2	4	<p>Examination of tools before use.</p> <p>Wear gloves when handling any sharp items or when sanding.</p>	1	2	2	Discard any damaged tools.
9. Work at height. Pop Up Steps if required	Fall of steps	3	3	9	<p>Carry out a visual check of the steps for serviceability, e.g. stays and feet.</p> <p>Check ground conditions are level and load bearing.</p> <p>Erect the steps so you are facing the area to be worked on.</p>	1	3	3	

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10. COSHH	Skin or eye contact with chemicals	2	3	6	Wash off any splashes as they occur. Clean up any spillages immediately.	1	3	3	All COSHH Assessments and MSDS Sheets are available from Head Office
Completion	Hand back area to client and agree that it is left in a safe condition								