

Date of Risk Assessment:	1 May 2011	1/2
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Assessed By:	Tony Lloyd
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Client:	Example	Location:	Sample Venue	Date of Event:	14 May 2010
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Hazard	Potential Harm	Hazard Rating (0-6)	Likelihood (0-6)	Measures in Place	Further Action	By Whom	When	Done
Site Vehicles	Injury from collision	5	1-2	None	Supply high-visibility jackets to all crew	TL	29/11/10	
Handling Equipment	Injury from lifting or crush injury from dropping equipment	2	2-3	Wheelboards and ramps, gloves, supervision of staff & volunteers	Minimise distances for carrying	TL	29/11/10	
Steps to Conference Hall	Injury from lifting, carrying or dropping equipment	2	2-3	None	Use ramp & wheelboards to cross steps, two crew members per load	TL/DG	29/11/10	
Trailing wires (trip hazard)	Injury from falling	1-2	2-3	None	1 Avoid thoroughfares	TL/DG	29/11/10	
					2 Secure over thoroughfares	TL/DG	As required	
					3 Cover with matting or protection strip across thoroughfares	TL/DG	As required	
					4 Secure with tape/matting in accessed areas	TL/DG	29/11/10	
230V portable equipment	Shock/ electrocution	5	1	Routine inspection, testing and maintenance of equipment	Use RCD/RCCBO devices at all mains outlets	TL/DG	29/11/10	
Stacked equipment falling	Crush injury	1-2	2	None	Secure stacked equipment with ratchet straps	TL/DG	29/11/10	
Loudspeaker stands collapsing	Crush or other injury from falling loudspeaker	3-4	2	Use load-certified stands	Spread stand legs for maximum stability	TL/DG	29/11/10	

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Stand legs protruding into access areas (trip hazard)	1-2	2-3	None	1 Position stands away from walkways	TL/DG	As required	
				2 Mark stand legs and/or floor with hazard tape	TL/DG	As required	

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