

**Client:**

Example

**Location:**

Sample Venue

**Date of Event:**

14 May 2010

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	

38 Windyridge, Bisley, Stroud, GL6 7DA  
Website: [www.astralsound.com](http://www.astralsound.com)

Telephone: +44(0)1452 770042  
Fax: +44(0)872 115 6035

On Site: +44(0)7773 697309  
email: [admin@astralsound.com](mailto:admin@astralsound.com)

**Date of Risk  
Assessment:**

1 May 2011

2/2

**Assessed By:**

Tony Lloyd

**Client:**

Example

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Sample Venue

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Hazard			Hazard Rating (0-6)	Likelihood (0-6)	Measures in Place		Further Action	By Whom	When	Done
Stand legs protruding into access areas (trip hazard)	Injury from falling		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	