

GOOSNARGH AND LONGRIDGE SHOW

Saturday 5 July 2008

RISK ASSESSMENT FORM

Please complete in **BLOCK CAPITALS** (Please photocopy more sheets if you need to)

Company Name:	
Address:	
Responsible Person:	
Date Assessment undertaken:	
Signature of Assessor:	
Products to be exhibited:	

Hazard	Hazard Severity Rating*	Hazard Probability Rating*	Persons at risk	Controls to minimise risk

Hazard Severity Rating *:

1-Negligible (remote possibility of harm); 2 – Marginal (Slight Injury, minor first aid); 3 – Slightly dangerous (some injury, not too serious)
 4-Dangerous (serious injury or damage);5 – Very dangerous (could cause death or widespread injuries)

Hazard Probability Rating**:

1 – Improbable (Unlikely to happen); 2 – Remote (may occur at some time); 3 – Possible (likely to occur at some time)
 4 – Probable (very likely to occur); Very probable (very likely to occur soon)

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Guidelines for Trade Stand Exhibitors, all of whom must complete the form overleaf. Using the guidelines shown below please consider what risks there are to those building up Trade Stands and to members of the public during the show. Outline the steps you propose to take to minimise those risks in the table overleaf.

Hazard	Who might be harmed	Is more needed to control the risk
Look only for the hazards which you could reasonably expect to result in significant harm under the conditions in your workplace. Use the following examples as a guide.	There is no need to list individuals by name – just think about groups of people doing similar work of whom might be affected, e.g	For the hazards listed, do the precautions already taken
Slipping/tripping hazards	Office staff	<ul style="list-style-type: none"> • Meet the standards set by a legal requirement?
Chemicals (e.g battery acid)	Maintenance Personnel	<ul style="list-style-type: none"> • Comply with a recognised industry standard
Moving parts of machinery (e.g blades)	Contractors	
Work at height (e.g from mezzanine floors)	People sharing your workplace Operators	<ul style="list-style-type: none"> • Represent good practice • Represent risk as far as reasonably practicable?
Pressure systems	Cleaners	
Vehicles (e.e fork lift trucks)	Members of the public	Have you provided <ul style="list-style-type: none"> • Adequate information, instruction or training?
Electricity		
Dust (e.g from grinding)	Pay particular attention to:	<ul style="list-style-type: none"> • Adequate systems or procedures?
Fumes (e.g from vehicle engines)	Staff with disabilities	
	Visitors	If so then the risk are adequately controlled, but you need to indicate the precautions you have in place.
Manual Handling	Inexperienced staff	
Noise		
Livestock on stand	Lone workers – they may be more vulnerable	Where the risk is not adequately controlled, indicate what more you need to do (the action list)
Lifting operation		
Fire hazard e.g combustible materials (rubbish, flammable substances, LPG etc) and ignition sources (flames, smoking etc)	As above	<ul style="list-style-type: none"> • Means of escape; fire detection and alarms. Fire fighting equipment and fire evacuation plan.