

RISK ASSESSMENT SAMPLE

Form **M2 - EXAMPLE**

Assessment undertaken by: Miss B. Have
Job Title: Supervisor
Company Profile: We have been established since 1984 and have carried out work at major UK shows.
Additional Information: Indicate if you have worked at this show before. YES
Date: 1 August 2019
Show / Stand No: HARROGATE NURSERY FAIR 2020 / A32
Beca Member? YES

| Hazard | Who is affected? | Level of risk | Precautions/Action | Further Action |
|--|--|---|--|--|
| List hazards that you will expect to encounter on site. Use the following examples as a guide: <ul style="list-style-type: none"> ● Working at height/stand profile ● Fire ● Chemicals ● Waste/rubbish/debris ● Ladders-slipping/tripping ● Vehicles-internal/external ● Machinery ● Electricity ● Fume ● Noise ● Welding/cutting ● Manual handling | List groups of people who could be harmed and how. For example: <ul style="list-style-type: none"> ● Employees – own staff ● Organisers staff ● Other contractors ● Exhibitors ● Visitors/clients | Indicate the level of risk, to who/what: HIGH MEDIUM LOW | After evaluating the risks, now indicate what precautions/actions you have already taken or intend to carry out. For example: Are all employees on site adequately trained or informed? Erect warning signs where there is overhead work being carried out Ensure waste is removed promptly Ensure machinery, ladders, etc., are tested before bringing onto site. Do the precautions: Adhere to rules/organisers manual? Have local authority approval if necessary? Comply with industry standards? | Can any of the risks be further reduced? If applicable, list what further precautions/actions you can take: |
| Use of stacker truck to raise walling | Employees | MEDIUM | Use of organisers lifting contractor | Talk to organiser re. Roping off area |
| | Sub-contractor - lifting | MEDIUM | Clear area | |
| | | | Use of hard hats | |
| | | | Erect warning signs | |
| | | | Liaise with H&S officer on site | |

LEVELS OF RISK

HIGH – Could kill/very dangerous Needs constant monitoring
 MEDIUM – Dangerous Monitor every 2 hours
 LOW – No significant danger Monitor every 4 hours

PLEASE SEE END OF MANUAL FOR RISK ASSESSMENT FORM M2 USING THIS **SAMPLE FORM** AS A GUIDE.