

RISK ASSESSMENT FORM

Please complete in **BLOCK CAPITALS** *(Please photocopy more sheets if necessary)*

Company Name:			
Address:			
Tel No:			
Name of Assessor:			
Signature of Assessor:		Date of assessment:	
If you are a Food Business, please supply name of Local Authority registered with:			

HAZARD <small>(What would cause harm?)</small>	SEVERITY*	LIKELIHOOD**	PERSONS AT RISK	CONTROLS TO MINIMISE RISK <small>(What do you do already to stop people getting hurt? What more needs to be done to remove or reduce the level of risk)</small>

***SEVERITY:** **1 - Very Low** (remote possibility of harm) **2 - Low** (slight injury, minor first aid) **3 - Medium** (some injury, not too serious)
4 - High (major injury or damage) **5 - Very High** (could cause death or widespread injuries)

****LIKELIHOOD:** **1- Very Low** (unlikely to happen) **2 - Low** (may occur at some time) **3- Medium** (likely to occur at some time)
4 - High (likely to occur) **5-Very High** (very likely to occur soon)

Office use only	Stand No:
	Safety Officer Informed:

<p>DO NOT FORGET TO INCLUDE A COPY OF YOUR VALID PUBLIC LIABILITY CERTIFICATE</p>

BROCKLESBY COUNTRY FAIR, SUNDAY 24th JUNE 2012
Health and Safety Information Pack

Guidelines for the completion of Risk Assessment Form overleaf to be completed by all Exhibitors and Demonstrators

By using the guidelines below **please consider the risk** to those erecting and using trade stands and to the members of the public. Outline the steps that you will take to minimise that risk in the table overleaf. If in your opinion there is no risk please print **NO RISK** and return the form.

HAZARD	WHO MIGHT BE HARMED	IS MORE ACTION NEEDED TO CONTROL THE RISK
<p>Look only for hazards that could reasonably expect to result in significant harm under the conditions in your workplace. Use the examples below as a guide.</p>	<p>No need to list individuals by name-just think about groups of people doing similar work or who may be affected.</p>	<p>Have sufficient measures already been taken to remove or reduce the risk? Are additional controls required?</p>
<p>Slipping/Tripping</p> <p>Chemicals (e.g. battery acid)</p> <p>Moving parts of machinery (e.g. blades)</p> <p>Work at height</p> <p>Pressure systems</p> <p>Vehicles (e.g. tractors)</p> <p>Electricity</p> <p>Dust (e.g. from grinding)</p> <p>Fumes (e.g. vehicular engines)</p> <p>Manual handling</p> <p>Noise</p> <p>Livestock on stand</p> <p>Lifting operation</p>	<p>Members of the public</p> <p>Maintenance personnel</p> <p>Operators</p> <p>Cleaners</p> <p>Staff and members of the public with disabilities</p> <p>Children</p> <p>Visitors</p> <p>Inexperienced staff</p> <p>Volunteers</p>	<p>Do the precautions already taken for the hazards listed overleaf:</p> <ul style="list-style-type: none"> • Meet the standards set by a legal requirement? • Comply with recognized industry standard? • Represent good practice? • Reduce risk as far as is reasonably practicable? <p>Have you provided:</p> <p>Adequate information, instruction or training?</p> <p>Adequate systems or procedures?</p> <p>If you have then you need to indicate the precautions that you have in place.</p> <p>Where the risk is not adequately controlled indicate what more you need to do</p>