

T & T Hire and Sales

Risk Assessment Form

Employees Name: Tony Lyall

Date of risk assessment:

What are the Hazards?	Who might be harmed & how	What are you already doing?	What further action if necessary?	Actions taken by Whom?	Action by When?	Done
Slips & trips	Staff & Visitors may be injured if they trip over objects Cables or slip on spillages,	<ul style="list-style-type: none"> • General good house keeping • All areas well lit, inc stairs. • Cable management • 	<ul style="list-style-type: none"> • Try to use less cables • Keep cable runs away from public areas 	TL		Yes
Manual Handling, Lights, Speakers, Heavy objects	Staff risk injuries or back pain from handling heavy/bulky objects,	<ul style="list-style-type: none"> • Trolley/ Sack Truck used 	<ul style="list-style-type: none"> • Manual handling training for all staff • Keep heavier objects lower to the ground 	TL		Yes
Electrical	Staff, Public could get electrical shocks or burns from using faulty electrical equipment. Electrical faults can also lead to fires	<ul style="list-style-type: none"> • Yearly PAT Test • Cables are checked before use • No overloading of sockets • Any faulty cables are repaired or disposed of 	<ul style="list-style-type: none"> • Use correct power source & Voltage 	TL, Venue		Yes
Working at height, Falling Objects	Falls from any height can cause bruising and fractures in in extreme cases death, Falling Objects can cause injury.	<ul style="list-style-type: none"> • Inspection of Truss • Stands and claps to be check and BS safety marked • Correct training is given to secure lights • Use wind up truss • Use safety's 	<ul style="list-style-type: none"> • Try and keep working at height to a minimum • When ladder us used make sure footing is manned 	TL		Yes
What are the Hazards?	Who might be harmed & how	What are you already doing?	What further action is necessary?	Actions taken by	Action by	Done

				Whom?	When?	
Fire	if trapped, staff, Public could suffer fatal injuries from smoke inhalation/burns	<ul style="list-style-type: none"> • Check Fire Escape plan • Inform staff of evacuation procedure of venue building 	<ul style="list-style-type: none"> • Carry a fire extinguisher 	TL, Venue		
Noise	Damage to ears, Conditions sure as tinnitus	<ul style="list-style-type: none"> • Carry Ear Plugs for staff and members of the public • Display sign that Earplugs are on offer if needed • Keep working periods to short durations if possibly 	<ul style="list-style-type: none"> • NA 	TL		
Risk To Public	Possible injury to guest and staff at venues	<ul style="list-style-type: none"> • Set up away from public • Keep equipment away from public • Prevent access to the public to any out of bounds areas 	<ul style="list-style-type: none"> • NA 	TL		
Security	Public and staff safety	<ul style="list-style-type: none"> • Check with Venue that security is there is requested, 	<ul style="list-style-type: none"> • NA 	Venue		