

RISK ASSESSMENT FORM

Name.....

Company Name.....

Address.....

..... Postcode.....

Telephone No

Responsible Person

Signature of Assessor Date signed

HAZARD	PERSON AT RISK	CONTROLS TO MINIMISE RISK
	FIRE ASSESSMENT	
*LIQUEFIED PETROLEUM GAS	CYLINDER SIZE	
(LPG ON SITE: YES/NO)		

This form must be completed in full. "No risk / Non / NA" is not acceptable. See next page of form for guidelines.

RISK ASSESSMENT GUIDELINES FOR STALLHOLDERS

Using the guidelines below, please consider what risk is to you as stallholder, your staff working on the stall and members of the public during the Food Festival. Outline the steps you propose to take to minimise that risk in the table overleaf. Please use a second sheet if necessary.

HAZARD	WHO MIGHT BE HARMED	IS MORE NEEDED TO CONTROL THE RISK
<p>Look only for hazards which could reasonably be expected to result in significant harm under the conditions of your workplace. Use the following examples as a guide.</p> <p>Slipping/tripping hazards (guide ropes, flooring and display tables)</p> <p>Chemicals</p> <p>Moving parts of machinery (e.g. blades)</p> <p>Work at height</p> <p>Pressure systems</p> <p>Vehicles</p> <p>Electricity</p> <p>Dust</p> <p>Fumes</p> <p>Manual handling</p> <p>Noise</p> <p>Lifting operation</p> <p>High winds</p>	<p>There is no need to list individuals by name – just think about groups of people doing similar work or who may be affected eg</p> <p>Staff and general public</p> <p>Maintenance personnel</p> <p>Contractors</p> <p>People sharing your workplace</p> <p>Operators</p> <p>Cleaners</p> <p>Members of the public</p> <p>PAY PARTICULAR ATTENTION TO:</p> <p>Staff with disabilities</p> <p>Visitors</p> <p>Inexperienced staff</p> <p>Lone workers – they may be more vulnerable</p>	<p>For the hazards listed, do the precautions already taken...</p> <p>*Meet the standards set by a legal requirement?</p> <p>* Comply with a recognised industry standard? "Represent good practice?"</p> <p>* Reduce risk as far as reasonably practical?</p> <p>HAVE YOU PROVIDED:</p> <p>* Adequate information, instruction or training?</p> <p>* Adequate systems or procedures?</p> <p>If so then the risks are adequately controlled, but you need to indicate the precautions you have in place. If the risk is not adequately controlled, indicate what more you need to.</p> <p>Ensure your stall is secure</p> <p>*Means of escape, fire detection and alarms. Fire fighting equipment and fire evacuation plan.</p>
<p>Fire Hazard e.g. combustible materials (rubbish, inflammable substances, :LPG etc) and ignition sources (flames, smoking etc)</p>	<p>Staff and general public</p>	<p>*Means of escape, fire detection and alarms. Fire fighting equipment and fire evacuation plan.</p>