

## Risk Assessment

Event Location:

Date of proposed Event:

Name of Organisation:

Organiser's Name:

Organiser's Contact details:

Name of Person undertaking Risk Assessment:

Date of Assessment:

Event Safety Checklist Ref. No.	Hazards Identified	Risk	People at risk	Controlling the risks - existing measures	Are controls satisfactory?	Additional measures considered necessary
	<i>What can cause harm? e.g. physical hazards, hazardous substances, environmental, psychological, ergonomic hazards</i>	<i>The chance that somebody will be harmed by the hazard. State High Medium, Low</i>	<ul style="list-style-type: none"> <li>▪ <i>Colleagues/volunteers</i></li> <li>▪ <i>Contractors/vendors</i></li> <li>▪ <i>Young / inexperienced people</i></li> <li>▪ <i>New / expectant mothers</i></li> <li>▪ <i>Staff/visitors with disabilities</i></li> <li>▪ <i>Lone workers/helpers</i></li> </ul>	<i>What precautions are in place?</i>	<i>E.g. meet legal requirements, good practice, reduce risks as far as reasonably practicable</i>	<i>To eliminate hazards or limit risks by combating risks at source, preventing access to hazard, reorganising work, providing protective clothing or welfare facilities</i>
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