



Risk Assessment Form – Part B

April 2007- DC

Activity ¹ – Each individual activity you are proposing e.g. general office inspection:		Location – where this activity will take place:		Dates / times:
Hazards ² <small>List what could cause harm from this activity e.g. working at height, trip hazard, fire, etc.</small>	Who exposed <small>List who might be harmed from this activity e.g. staff, contractors, contributors, public, etc.</small>	Risk ³ <small>For each hazard, decide level of risk as if you were to do the activity without your controls</small>	Control measures <small>For each hazard, list the measures you will be taking to minimise the risk identified e.g. appointing competent persons, training received, planning, use of personal protective equipment, provision of first aid, etc.</small>	Risk ³ <small>For each hazard, now decide level of risk once all your controls are in place</small>
Cold environment	Crew Contributor (Hector)	Low	Make sure the crew + contributor is not in the cold for long periods of time	Low
Object falling, moving or flying	Crew (Hector) Contributor	Low	Make sure everything in the house is secure before filming takes place there	Low
Trip Hazard	Crew Contributor (Hector)	Medium	Make sure the cables and wires are stuck to the floor so no one can trip	Low

Continue on separate sheet if necessary

1 – complete separate table for each activity. 2 - from hazard list in Part A. 3 - from risk matrix in Part A