

SYNC Production LTD

General Risk Assessment

Assessment Date: 1st July 2018

Review Date: 1st July 2019

Reviewed By: Josh Williams

Assessment Subject

- Erection, use and operation of temporary staging, PA & lighting systems.

Area

- Non-specific site.
- To be read in conjunction with the site-specific risk assessment.

Regulations

- The Management Of Health and Safety At Work Regulations 1999
- The Provision And Use Of Work Equipment Regulations 1998
- Fire Scotland Act 2006
- The Regulatory Reform (Fire Safety) Order 2006
- Health and Safety At Work Act 1974
- Working at Height Regulations 2005
- Control of Noise at Work Regulations 2005

Identification of Hazard(s): (Activity/Subject)	
1	Erection and dismantling of staging, PA, lighting & rigging systems.
2	Working at height.
3	Manual handling.
4	Exposure to inclement weather.
5	Falling equipment/materials.
6	Poor housekeeping.
7	Vehicles.
8	Exposure to unsteady terrain.
9	General public.
10	Use of hand tools.
11	Sunburn.
12	Exposure to electricity.

Who may be harmed:
Employees, freelancers, volunteers, members of the public, contractors & exhibitors.

No.	Significant Risk	Severity of Risk	Control Measures
1	Injuries from poor manual handling techniques.	Medium	Trained and experienced crew to handle equipment.
2	Misuse of equipment due to lack of experience resulting in injury.	Medium	Trained and experience crew to operate equipment at all times.
3	Struck by falling equipment.	High	Only qualified and competent crew to install and operate aerial equipment to manufacturers' guidelines including use of secondary bonding.
4	Fall from height.	High	Only qualified and competent crew to work at height.
5	Fall from stage.	High	Stage edge to be taped with white tape to highlight the edge.
6	Trips from unsecured cables.	Medium	All cables to be taped securely to the floor or to be placed in sufficient cable ramp.
7	Trips from audio & lighting stands.	Medium	All stands to have a white-tape boundary.
8	Exposure to inclement weather resulting in fatigue.	Low	Crew advised to bring appropriate clothing for the working environment (e.g. outdoor show).
9	Exposure to sun causing sunburn.	High	Crew advised to apply sufficient sun cream.
10	Injury from dropping equipment.	Medium	All crew must wear steel-toe boots at all times when handling equipment.
11	Damaged hearing from loudspeakers.	Medium	All crew are provided with hearing protection when in noisy environment.

12	Electric shock from connection to electrical supply.	High	Connections to electrical supply to be made by competent electrical contractor or client.
13	Stuck by moving vehicle.	High	All crew to wear high visibility vest when working near moving vehicles.
14	Injury by misuse of hand tools.	Medium	Only trained crew to use hand tools.

Action Recommended To Control/Reduce Risk		Priority
1	Continue with existing control measures.	On-going
2	Ensure correct PPE is worn when undertaking tasks.	On-going
3	Ensure employees cover up if working in the hottest part of the day.	On-going
4	Ensure on-site contractors have a good understanding of your works, safety policies, method statements and any site-specific safety hazard.	Before work commences
5	Ensure contractors have public liability insurances and are competent to perform the task.	Before work commences
6	Ensure pre-site visits incorporate safety considerations, access & egress and any other hazards on site.	At pre-site inspection
7	Ensure electrical supplies are tested and safe to use.	Before work commences
8	Ensure cables stay adhered to the floor and in cable traps.	On-going

Evaluation of residual risk after all control measures are taken	Low
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