

# RISK ASSESSMENT FORM

## BALMORAL SHOW 2024

Using the guidelines below, please consider the risk to those building and dismantling your trade stand(s) and to members of the public during the Show. Overleaf, outline the steps you propose to take to minimise that risk.

If you have any queries about completing the form overleaf, please contact [jenny@ruas.org.uk](mailto:jenny@ruas.org.uk) or **028 906 86 183**

Company Name ..... Type of Business .....

Address .....

Postcode ..... Website .....

Contact Name ..... Tel .....

Mobile ..... Email .....

What will be happening on your stand space:

.....

.....

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.....

Are you using any LPG (Liquid Petroleum Gas) on your stand Yes  No

type of gas Butane  Propane

<b>Hazard</b>  Think about possible hazards which you could reasonably expect to result in significant harm.	<b>Who is at Risk?</b>  There is no need to list individuals by name - just think of groups of people who may be affected.	<b>Action to Control Risk</b>  For the hazards listed, what precautions have you taken?
<ul style="list-style-type: none"> <li>• Slipping &amp; Tripping</li> <li>• Fire (flammable materials or electrics)</li> <li>• Chemicals (bleach or cleaning materials)</li> <li>• Moving parts of machinery</li> <li>• Work at height (ladders etc.)</li> <li>• Pressure systems</li> <li>• Vehicles, forklifts etc.</li> <li>• Electricity</li> <li>• Dust (from grinding etc.)</li> <li>• Fumes</li> <li>• Manual Handling</li> <li>• Noise</li> <li>• Livestock on your display</li> </ul>	<ul style="list-style-type: none"> <li>• Staff / visitors</li> <li>• Members of the public</li> <li>• Maintenance personnel</li> <li>• Contractors</li> <li>• Operators</li> <li>• Cleaners</li> </ul> <p><b>Pay particular attention to:</b></p> <ul style="list-style-type: none"> <li>• Staff with disabilities</li> <li>• Visitors</li> <li>• Inexperienced staff</li> <li>• Lone workers - they may be more vulnerable</li> </ul>	<ul style="list-style-type: none"> <li>• Meet the standards set by a legal requirement?</li> <li>• Comply with a recognised industry standard?</li> <li>• Represent good practice?</li> <li>• Reduce risk as far as reasonably practicable?</li> </ul> <p><b>Have you provided:</b></p> <ul style="list-style-type: none"> <li>• Adequate information, instruction or training?</li> <li>• Adequate systems or procedures?</li> </ul>

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### Likelihood of Happening

- 1 - Unlikely to happen.
- 2 - May occur at some time.
- 3 - Likely to occur at some time.
- 4 - Very likely to occur.

### Extent of Possible Injury

- 1 - Remote possibility of harm.
- 2 - Slight injury, minor first aid.
- 3 - Some injury, not too serious.
- 4 - Serious injury or damage.
- 5 - Could cause death or serious injury.

Hazard	Likelihood of Happening	Extent of Possible Injury	Persons at Risk	Controls to Minimise Risk
Slipping/Tripping	2	2	Staff, General Public.	Covered possible trip hazard or highlighted with fluorescent tape

Signed ..... Date .....