

Health and Safety at Work

You are reminded that you have duties under the Health and Safety at Work etc. 1974 to take all reasonable steps to ensure as far as is practicable the Health and Safety of those working directly for you as well as those who may be affected by the way in which you conduct your operations. This includes duties clarified by all subservient Statutory Provisions, Approved Codes of Practice and Guidance. You must also ensure that any contractors you contract are competent and carry out their undertakings in a safe manner. In particular you will: -

- Provide a list of all key personnel together with contact details or nominate a person who will be onsite during operations and with sufficient authority to deal with all issues,
- be expected to provide an outline of your proposals that details any stunts, special effects or noisy operations that might impact on other building occupants or nearby residents,
- undertake and provide copies of sufficient risk assessments of your proposals to ensure that they do not adversely affect your employees or others who may be using the same or adjoining premises or areas thereof,
- be expected to make suitable provision for unexpected emergencies and the safe evacuation of your employees, contractors and subcontractors without adverse impact on others using the same premises or parts thereof,
- have available for inspection certification of portable appliance testing of all electrical items or demonstrate a traceable system for such testing for each item.

You can either use your own risk assessment form or the one attached to these guidelines.

Risk Assessment Form								
Assessor			Company/Project			Assessment Date		
Occupation								
List Possible Hazards	Is Hazard Removable?		What Controls Exist?	Rating of Remaining Risk			Further Control?	
	Yes	No		H	M	L	Yes	No

Where the controls are inadequate to remove or control the risk transfer the hazard to the "Action" sheet for further controls

Hazard = Anything that can cause harm (electricity, chemicals, working from ladders etc.)

Risk = the chance, high, medium or low, that somebody will be harmed by the hazard.

RISK ASSESSMENT ACTION SHEET

[illegible]