

PARTY POWER PA & AUDIO MOBILE STAGE HIRE NOTTINGHAM

RISK ASSESSMENT

WORK ACTIVITY	SPECIFIC LEGAL REQUIREMENTS	APPROPRIATE STANDARDS & GUIDENCE	DATE PREPARED BY
Erection, operation and dismantling of ALSPAW Small Mobile Stage & PA Wings. PA & Lighting installation / use & dismantling.	Provision and Use of Work Equipment Regulations 1998 Lifting Operations and Lifting Equipment Regulations 1998 Electricity at Work Regulations 1989	Temporary Demountable Structures B Guidance on Procurement and Use ISE1999 The Event Safety Guide HSG195 1999. Manufacturers guidelines & user manuals.	24 th July 2012 By Mr Jonathan Clark (business owner)

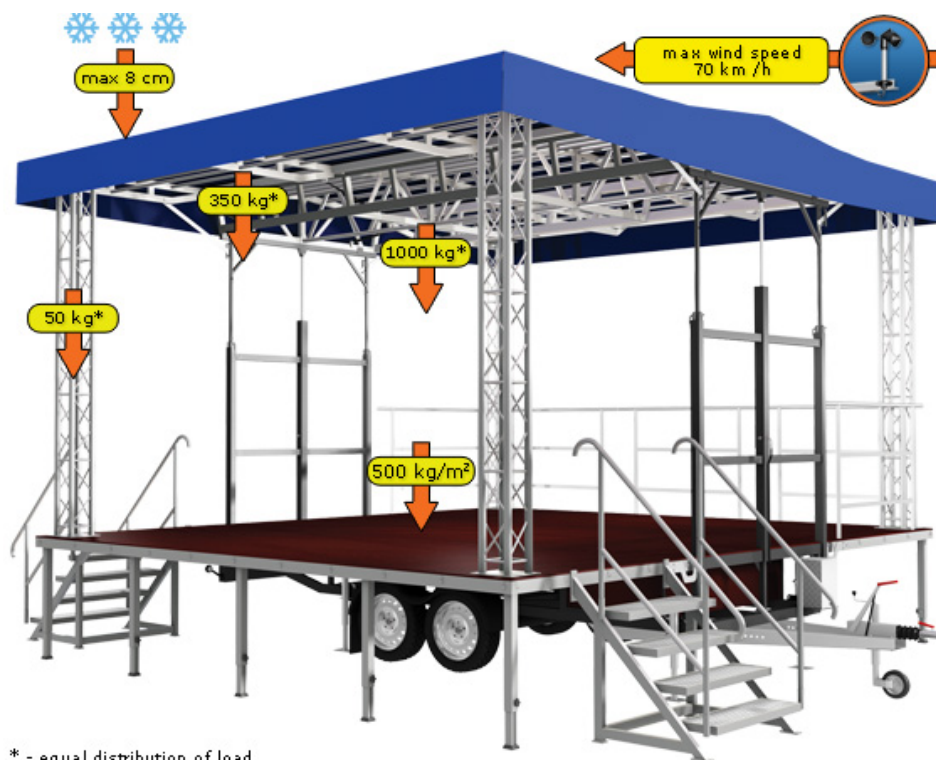
POTENTIAL HAZARD	PEOPLE AT RISK	PRECAUTIONS ALREADY TAKEN	ADDITIONAL PRECAUTIONS	ACTIONED BY	RESIDUAL RISK	DATE IMPLIMENTED
COLLAPSE OF PA WINGS / ROOF DURING ERECTION / DISMANTLING	Staff	Stage designed developed from an established system. Stage is erected by experienced and trained crew. Stage components checked regularly to identify any cracks and distortion of structural members (repair or replace) Completion checks before use Spreader plates always used to distribute load. Connectors and pins and bolts used throughout to secure components (to fit securing pins structural elements must be fully extended and located). Use of BS standard winches / pulley's / for lifting /lowering.	Regular visual inspection of hydraulics to check for leaks Fluid levels checked regularly Access to stage area restricted to operators only during construction. Mountings, and attachment points and lifting equipment checked. Repairs / replacement of parts where necessary. Access to stage area restricted to experienced operators only. The Stage Roof will take 8cm of snow.	All staff, to monitor.	Low	Continual
FALIURE OF STAGE FLOOR DURING ERECTION /DISMANTLING	Staff	Tighten locking bolts on floor & stage chassis & height levelling adjustment legs,	Regular visual inspection of mountings, and attachment points. Repairs / replacement of parts where necessary. Access to stage area restricted to experienced operators only. No standing on stage platform during height / levelling. adjustment	All staff, to monitor.	Low	Continual

OVERTURNING DUE TO HIGH WIND	Staff & General Public	Weather reports and anemometer readings taken to predict potential hazards. Planning site selection for stage to avoid locations where stage may be exposed e.g. face on to high winds. Monitoring of wind speed. In the event of high winds during erection / dismantling stage walls will be removed. In the event of winds reaching maximum 70kmph work will be suspended and the stage evacuated.		All staff, to monitor.	Low	Continual
GENERAL PUBLIC	General Public	Ensuring event management provide the following – The working area is fenced off removing unauthorised public access to working area- eg crowd control barriers / Harris fencing / security and first aid personnel situated in and around working area.	Continual assessment of potential risk and where necessary action to prevent / reduce risk.	Staff and 3 rd party security and first aid personnel.	Low	Continual
STRUCK BY FALLING OBJECTS	Staff & Performer Public	Loadings on roof structure below limit of 1000kg over middle roof section. 350kg distributed over front & rear folding roof sections (see Fig. 1)	Flown equipment properly attached and secured with safety chains /straps / clamps. Staff must wear hard hats when constructing & dismantling the stage.	All staff, to monitor.	Low	Continual
EQUIPMENT LIMITS	Staff & Performer Public	Weight and wind speed /snow weight on stage roof limits specified by manufacturer. (See Fig 1) Use within recommended limitations specified by equipment manufacturer e.g. IP rating of electrical equipment.	Lightweight low power LED lighting. Choice of removable solid vinyl or scrim stage walls. Consulting 3 rd party suppliers of hired equipment so that staff will work safely with eg staging companies to ensure staff are made aware and work within the hired equipments technical and health and safety limitations eg structural weight limits eg hanging lighting units to roof .	All staff, to monitor.	Low	Continual

WEATHER CONDITIONS	Staff & Performer Public	Weight and wind speed /snow weight on roof limits specified by manufacturer.	Planning advance weather reports. Staff waterproof clothing.	All staff, to monitor.	Low	Continual
WORKING AT HEIGHTS	Staff	Selection of crew to ensure they are confident about working at height. Steps used internally when putting up stage Step ladders supplied to either BS2037 or BS EN 131 Step ladder condition inspected regularly. Access to stage roof limited to 5 meters.	Step ladders always used fully open. When used on stage, steps located away from edge. Loads carried up ladders kept small. Over- reaching from ladders to be avoided. All staff climbing stage structure wear BS fall restraint harnesses & hard hats. Staff must secure the ladder before climbing. All ladders must be footed by 1 staff member when in use.	All staff, to monitor.	Low	Continual
ELECTRIC SHOCK	Staff & Performer	Electrical equipment PAT (12 monthly) Visual checks on condition of cables and connectors. Wet weather conditions & liquid spillages.	Stage is earthed. Circuits protected by RCD/MCB circuit breakers. Ensuring all 3 rd party electrical equipment used is PAT tested. IP rated power distribution.	All staff, to monitor.	Low	Continual
HEARING DAMAGE	Staff & Performer Public	Staff wear disposable in ear protection when exposed to long periods of high noise levels. DB level monitoring throughout events.	Using disposable ear protectors. Rest periods away from noise levels. Maintain safe music levels throughout following local Environmental Health guidelines.	All staff, to monitor.	Low	Continual
PHYSICAL INJURIES	Staff & Performer	Training in safe lifting and handling and securing of equipment. All staff wear suitable protective work wear eg steel toe boots & rigger gloves hi visibility jackets, harnesses, and hard hats when erecting and dismantling the stage and working at heights.	Continual assesment of staffs workwear & equipment physical / mental health & working techniques. Regular periods for resting / food & drink. First Aid kits are provided. Some staf have basic first aid knowledge.	All staff, to monitor.		Continual
SLIPS & TRIPS FALLS	Staff & Performer	General good housekeeping. All areas well lit, including stairs. secure / reroute and mark with hazard tape all trailing leads or cables. Staff keep work areas clear, Monitoring and measuring potential hazardous weather conditions	Step ladders always used fully open, Steps located away from edge of stage. Loads carried up ladders kept small Over- reaching from ladders to be avoided. Ladders footed when in use. Fall arrest harnesses when climbing. Spillages of liquids cleared immediately.	All staff, to monitor.	Low	Continual

		leading up to and during events.	Non-slip stage surface. Stage handrails and steps.			
FIRE	Staff & Public	Electrical equipment PAT. Fire extinguishers (dry powder) provided- minimum 13A rating	Electrical equipment maintained in good condition. Under stage storage prohibited. Combustible articles kept away from heat sources. No Smoking & no flammable substances on / near the stage.	All staff, to monitor.	Low	Continual

Fig 1: Structural Limitations Of Alspaw Small Mobile Stage



* - equal distribution of load

HEALTH & SAFETY POLICY

STATEMENT OF POLICY	ACTIONED BY	ACTION / ARRANGEMENTS
To prevent accidents and cases of work related ill health and provide adequate control of health and safety risks arising from work activities.	Mr Jonathan Clark	Training in safe use of equipment. Regular briefings of staff in work related health and safety. Provision of health and safety equipment eg work wear / ear protection / first aid box. Rest periods for staff. Harnesses and safety equipment eg hard hats steel toe caped boots and high visibility vests must be worn by riggers and stage crew when erecting & dismantling the stage. Working at height - riggers must not exceed 5meters in height and wear harnesses when climbing truss. All ladders when climbed must be secured and footed by 1 staff member.
To provide adequate training to ensure staff are competent to do their work.	Mr Jonathan Clark	Employing qualified staff. Continual training and monitoring of staff at work. Specialist training courses.
To engage and consult with employees on a day-to-day health and safety conditions and provide advice and supervision on occupational health.	Mr Jonathan Clark	Continual monitoring of staff. Training in safe handling of equipment. Health and safety briefings for each event. Supplying and ensuring safety equipment and workwear is used by all staff. Employing fit, qualified and experienced staff. Health and safety when working long hours and in extreme weather conditions.

RISK ASSESSMENT COMPILED BY	SIGNED	DATE
Mr Jonathan Clark Party Power PA & Audio Mobile Stage Hire Nottingham		24 th July 2012

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