

HEALTH AND SAFETY

Whilst every precaution has been taken by..... and our Competent Contractors to ensure that all camera positions etc. are safe, you are reminded that, under the Health and Safety At Work Act, Section 7, it is a general duty on all employees to take reasonable care for the health and safety of themselves and of others who may be affected by their acts or omissions. A list of identified hazards is attached and all staff should observe precautions that have been taken to minimise these. Please report any additional hazards to the Production Manager or the Unit Manager who can also advise on suitable safety precautions. This is of particular importance for anyone who is self- employed.

Hazard Assessment Checklist – *please tick all that apply*

- Animals
- Blocked or Restricted Access / Egress.
- Compressed Gas.
- Confined Spaces.
- Derelict Buildings / Asbestos.
- Electricity or Gas. (inc. LPG heaters).
- Fire / flammable materials / scalds / burns.
- Flying (aircraft / balloons / parachutes)
- Hazardous Substances (chemicals/drugs/poisons)
- Heat / Cold / Extreme weather
- Laser / Strobe Effects.
- Machinery. (Industrial / Cranes / Hoists).
- Noise / High Sound Levels.
- Night Operations.
- Physical Exertion / Abnormal Stress.
- Public
- Radiation.
- Scaffold / Rostra.
- Special Effects (pyrotechnics / explosives / mechanical / dry ice / smoke)
- Special Needs (inexperienced / children / elderly / disabled)
- Stunts / Dangerous Activities.
- Temporary lighting
- Trailing cables
- Vehicles
- Water / proximity to water
- Weapons
- Working at night
- Other – please itemise

Insert production company letterhead here

** YOU MUST OBSERVE ALL PRECAUTIONS TAKEN TO MINIMISE THE ABOVE HAZARDS **

**THIS TABLE IS A SAMPLE FOR YOUR GUIDANCE ONLY.
PLEASE AMEND IT TO YOUR PARTICULAR SITUATION.**

RISK ASSESSMENT FORM

EVENT
DATE

HAZARD	HAZARD EFFECT HE x Probability = Risk	HE	P	R	MINIMISE RISK BY :	RESIDUAL RISK
<i>Vehicles</i>	Accident on street	H	M	M	All crew wearing high visibility jackets. Crew stood on designated areas only	Low
<i>General public</i>	Tripping and falling	M	M	M	Minimise amount of equipment on the ground. Pedestrian walkways to be kept clear.	Low
<i>Equipment on location</i>	Falling or dropping items	M	M	M	Secure equipment on location	Low
<i>Manual Handling</i>	Personal injury whilst carrying / handling heavy objects	M	M	M	Share heavy loads and trolleys used where appropriate	Low
<i>Trailing cables</i>	Trip hazard Electric shock hazard	H	M	M	Fly cables or cover. Should be laid by competent contractors	Medium

PRODUCTION
LOCATION

Issued by
Location Manager

Date

Signed

Insert production company letterhead here

Risk Level	Action and Timescale
1 Trivial	No Action is required and no documentary records need to be kept
2 Tolerable	No additional controls are required. Consideration may be given to a more cost effective solution or improvement that imposes no additional cost burden. Monitoring is required to ensure that the controls are maintained.
3 Moderate	Efforts should be made to reduce the risk, but the costs of prevention should be carefully measured and limited. Risk reduction measures should be implemented within a defined time period. Where the moderate risk is associated with extremely harmful consequences, further assessment may be necessary. This is to establish more precisely the likelihood of harm as a basis for determining the need for improved control measures.
4 Substantial	Work should not be started or access permitted until the risk has been reduced. Considerable resources may have to be allocated to reduce the risk. Where the risk involves work in progress, urgent action should be taken
5 Intolerable	Work should not be started, continued or access permitted until the risk has been reduced to an acceptable level. If it is not possible to reduce the risk even with unlimited resources, work has to remain prohibited

SEVERITY			
LIKELIHOOD	Slightly Harmful	Harmful	Extremely Harmful
<i>Highly Unlikely</i>	Trivial Risk ₁	Tolerable Risk ₂	Moderate Risk ₃
Unlikely	Tolerable Risk ₂	Moderate Risk ₃	Substantial Risk ₄
Likely	Moderate risk ₃	Substantial Risk ₄	Intolerable risk ₅

Risk Level = Likelihood x Severity