

TRADE STAND RISK ASSESSMENT

EPWORTH & DISTRICT AGRICULTURAL SOCIETY Ltd.



LOCATION	ASSESSMENT NO	EVENT DESCRIPTION			EVENT DATE
THE SHOW FIELD, EPWORTH TURBARY, EPWORTH, DN9 1EA	TSRA	EPWORTH & DISTRICT AGRICULTURAL SHOW			28th AUGUST 2023
COMPANY / NAME		DATE	REV	REVIEWED BY	DATE OF REVIEW
*		*			

Notes:

1. Trade Stand applicants to complete areas marked with * only
2. Allocate a Severity and Probability between 1 and 5 to each Hazard. Once complete, check the acceptability or otherwise of the risk and implement any required risk controls to reduce the risk to an acceptable level:
 - a) Light = Generally Acceptable
 - b) Medium = Not Acceptable. Needs to be reviewed and may need changes to make the risk acceptable
 - c) High = Definitely Not Acceptable. Will need changes to be made to make the risk acceptable

Guidelines:

1. The assessment should take into account that the show will be held in an outdoor remote field environment that is open to the environment
2. All Trade Stands will be sited in identified areas and will only be accessible to the public from the front/side of the stand
3. When requested by any member of the Show Committee all responsible persons shall demonstrate that the proposed controls are in place by 0930hrs on the morning of the show. They shall also ensure that the areas allocated to the stand for public access are clear of other activities and obstructions at all times
4. Complete the next page, some typical hazards are listed to help you (use additional sheet of paper if necessary).
5. Use the enclosed Risk Level Matrix to assist you in completing the Severity and Probability sections

HAZARD	WHO/WHAT IS AT RISK	SEVERITY	PROBABILITY	CONTROLS TO MINIMISE RISK
<p><i>Look only for Hazards that you could reasonable expect to result in harm or damage to materials or property using the following as a guide:</i></p> <p>a) Slipping/Tripping Hazards b) Electricity / Pressurised Systems c) Chemicals d) Dust / Fumes e) Livestock on stand f) Manual Handling / Lifting g) Moving Parts</p> <p><i>Describe all identified Hazards and their effects based on your experience and observations</i></p>	<p><i>Name all persons/items at risk including:</i></p> <p>a) Public b) Trade Stand staff c) Other Exhibitors d) Property e) Materials etc</p> <p><i>Pay particular attention to:</i></p> <p>a) Person with disabilities b) Inexperienced staff c) People working alone</p>			<p><i>Describe fully all controls applicable for each hazard- all controls must be valid in that they reduce Severity, Likelihood or both</i></p> <p><i>Ensure that any proposed controls:</i></p> <p>a) Meet minimum legal requirements and comply with recognised industry practices b) Represent good practice c) Reduce Risk as far as is reasonable practicable</p> <p><i>Have you provided the following:</i></p> <p>a) Adequate information, instruction and/or training? b) Adequate systems and/or procedures?</p>
Slips, Trips and Falls	Members of the public and traders could sustain physical injury such as fractures, sprains, concussion etc.	2	3	<ul style="list-style-type: none"> • Traders to keep stands clean and tidy at all times throughout the event • Dismantling of stands to proceed only when public have left • Trailing cables will be secured/hidden appropriately • Items/equipment stored appropriately and securely

NOTE: DO NOT DEVIATE FROM THE AGREED CONTROL MEASURES WITHOUT PRIOR CONSULTATION & AGREEMENT WITH THE EPWORTH SHOW COMMITTEE – FAILURE TO COMPLETE RISK ASSESSMENT FORMS MAY RESULT IN APPLICATIONS BEING REFUSED

COMPANY / NAME: * _____

SERVICES: * _____

SIGNATURE: * _____

DATE: * _____

CONCLUSIONS / RECOMMENDATIONS:

RISK LEVEL MATRIX

		HAZARD SEVERITY				
		1 NEGLECTIBLE INJURY (REMOTE)	2 MARGINAL (SLIGHT INJURY OR FIRST AID)	3 SLIGHTLY DANGEROUS (INJURY BUT NOT SERIOUS)	4 DANGEROUS (SERIOUS INJURY OR DAMAGE)	5 VERY DANGEROUS (DEATH OR WIDESPREAD INJURIES)
HAZARD PROBABILITY	1 IMPROBABLE (UNLIKELY)	LOW	LOW	LOW	LOW	LOW
	2 REMOTE (MAY OCCUR SOMETIME)	LOW	LOW	LOW	MED	MED
	3 POSSIBLE (LIKELY TO OCCUR SOMETIME)	LOW	LOW	MED	MED	HIGH
	4 PROBABLE (VERY LIKELY TO OCCUR)	LOW	MED	MED	HIGH	HIGH
	5 VERY PROBABLE (VERY LIKELY TO OCCUR SOON)	LOW	MED	HIGH	HIGH	HIGH
LOW	Generally Acceptable: <i>Review Hazard again to see if risk can be reduced further</i>					
MEDIUM	Not Acceptable: <i>Needs Further Review and further measures may need to be put in place prior to the show. Seek agreement from Epworth Show Committee on any further measures</i>					
HIGH	Definitely Not Acceptable: <i>Trade Stand shall not be erected and advice should be sought immediately from Epworth Show Committee</i>					