|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| EVENT:  | VENUE:  | EVENT DATE: | RA UPDATE: | INITIAL: |
| EXHIBITOR CONTACT: | RA UNDERTAKEN BY:[SIGNED FOR EXHIBITOR] | PROBABLIITY1. VERY UNLIKELY
2. UNLIKELY
3. VERY LIKELY
4. LIKELY
5. ALMOST INEVITABLE
 | SEVERITY1. TRIAL
2. MINOR
3. MAJOR
4. MULTIPLE DEATHS/LIFE CHANGING INJURIES
5. DEATH/MULTIPLE SERIOUS INJURY
 | ACTION LEVELHIGHMEDLOW |
| EXHIBITOR ADDRESS: | WHO IS AT RISK:EXHIBITOR STAFF [E]EVENT ATTENDEES/GENERAL PUBLIC [A]VENUE STAFF [V] |

|  |
| --- |
| RISK CALCULATION |
| PROBABILITY | 5.M | 10.H | 15.H | 20.H | 25.H |
| 4.L | 8.H | 12.H | 16.H | 20.H |
| 3.L | 6.M | 9.H | 12.H | 15.H |
| 2.L | 4.L | 6.M | 8.H | 10.H |
| 1.L | 2.L | 3.L | 4.L | 5.M |
|   | SEVERITY |

 |
| **HAZARDS** | **WHO IS AT RISK** | **POTENTIAL CONSEQUENCES** | **RISK LEVEL** | **CONTROLS** | **RESIDUAL RISK LEVEL** | **ACTION LEVEL** |
| EXAMPLE LINE:*Slips, trips and falls during the event* | *E,A,V* | *Minor injuries, strains/sprains & fractures* | *6* | *First aid trained employee onsite, ensure event area is well maintained and adequately lit. Staff will conduct visual inspection for trip hazards and ensure good housekeeping to reduce risks.*  | *4* | *LOW* |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

METHOD STATEMENT:

*Include details as to company policy on H&S, processes, assigned H&S roles and any third parties who will be part of the event.*