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| **Risk Assessment** |
|  **Risk Assessment for the activity of** |  **The Hindu Society** |  **Date** |  **02/08/18** |
|  **Club or Society** |  | **A Assessor** |  |
|  **President or Students’ Union staff member** |  | **S Signed off** |  |

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| ***PART A***  |
| **(1) Risk identification** | **(2) Risk assessment** | **(3) Risk management** |
| **Hazard** | **Potential Consequences** | **Who might be harmed****(user; those nearby; those in the vicinity; members of the public)** | **Inherent** |  | **Residual** | **Further controls (use the risk hierarchy)** |
| **Likelihood** | **Impact** | **Score** | **Control measures (use the risk hierarchy)** | **Likelihood** | **Impact** | **Score** |
| Dangerous sockets and plugs | Electrocution | Team members and any people in the building if the fuse gets blown | 2 | 2 | 4 | Check all the sockets and plugs are safety checked | 1 | 1 | 1 |  |
| Trip hazards both at university and external venues  | Falling and small injuries | Members of the society | 2 | 2 | 4 | Check health and safety of all external values - be aware of fire exits etc. | 1 | 1 | 1 |  |
| Lack of fire evacuation knowledge resulting in entrapment during fire | Burns etc | Members of the society,Public | 2 | 3 | 6 | Ensuring you make everyone aware of fire exits before you start a meeting  | 1 | 1 | 1 |  |
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| ***PART B – Action Plan*** |
| **Risk Assessment Action Plan** |
| **Part no.** | **Action to be taken, incl. Cost** | **By whom** | **Target date** | **Review date** | **Outcome at review date** |
| 1 | check all sockets and plugs  | Meeting leader/event leader | 06/19 | 12/18 |  |
| 2 | Health and Safety of all areas to be used | President | 06/19 | 12/18 |  |
| 3 | Fire Exits be checked as well as quickest escape routes | President/ Meeting Leader | 06/19 | 12/18 |  |
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| Responsible committee member signature:  | Responsible committee member signature: |
| Print name: Sushil Krishna | Date: | Print name: Binali Patel | Date |

**Assessment Guidance**

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| 1. Eliminate
 | Remove the hazard wherever possible which negates the need for further controls | If this is not possible then explain why |  |
| 1. Substitute
 | Replace the hazard with one less hazardous | If not possible then explain why |
| 1. Physical controls
 | Examples: enclosure, fume cupboard, glove box | Likely to still require admin controls as well |
| 1. Admin controls
 | Examples: training, supervision, signage |  |
| 1. Personal protection
 | Examples: respirators, safety specs, gloves | Last resort as it only protects the individual |

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| **LIKELIHO OD** | 5 | 5 | 10 | 15 | 20 | 25 |
| 4 | 4 | 8 | 12 | 16 | 20 |
| 3 | 3 | 6 | 9 | 12 | 15 |
| 2 | 2 | 4 | 6 | 8 | 10 |
| 1 | 1 | 2 | 3 | 4 | 5 |
|  | 1 | 2 | 3 | 4 | 5 |
| **IMPACT** |

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| Impact | Health & Safety |
| 1 | Trivial - insignificant | Very minor injuries e.g. slight bruising |
| 2 | Minor | Injuries or illness e.g. small cut or abrasion which require basic first aid treatment even in self-administered.  |
| 3 | Moderate | Injuries or illness e.g. strain or sprain requiring first aid or medical support.  |
| 4 | Major  | Injuries or illness e.g. broken bone requiring medical support >24 hours and time off work >4 weeks. |
| 5 | Severe – extremely significant | Fatality or multiple serious injuries or illness requiring hospital admission or significant time off work.  |



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| Likelihood |
| 1 | Rare e.g. 1 in 100,000 chance or higher |
| 2 | Unlikely e.g. 1 in 10,000 chance or higher |
| 3 | Possible e.g. 1 in 1,000 chance or higher |
| 4 | Likely e.g. 1 in 100 chance or higher |
| 5 | Very Likely e.g. 1 in 10 chance or higher |