

RISK ASSESSMENT FORM

RISK ASSESSMENT REF NO:	Abbey Camera Club 1	ACTIVITY BEING ASSESSED:	Use of mount cutter as part of general public display	RISK CATEGORY	High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>		
WHO IS AT RISK	SPECIFIC INFORMATION			Page 1 of 1	LOCATION(S)		
Club Members <input type="checkbox"/>	As part of a public engagement event, photographs will be mounted using a standard mount cutter			Dock Park <input type="checkbox"/>			
Adult Members of Public <input type="checkbox"/>							
Young Persons <input type="checkbox"/>							
HAZARDS (ie what has the potential to do harm in terms of Location, Equipment, Activity, Person, Substance)	EXISTING CONTROL MEASURES (What have you in place to avoid, reduce and manage risks) (Consider control hierarchy – Eliminate, Reduce, Isolate, Control then PPE. Always consider need for Provision of Information, Training, Instruction & Supervision) You can also refer out to any existing Safe Working Procedures			<u>Likelihood</u> 1 - 5	<u>Consequence</u> 1 - 5	<u>Risk Rating</u> 1 - 25	If further actions required - provide Action Reference
Loose mount cutter blades cut skin of attendees	<ul style="list-style-type: none"> Spare blades must remain inside a closed box inside the mount cutter box. Cutter blades should only be changed when members of the public are not present. Care taken to hold blades by ends when handling them. 			1	3	3	
Cuts caused by blade in mount cutter.	<ul style="list-style-type: none"> All club members to have use of the equipment demonstrated to them in advance. Blades in cutters to be returned to non-exposed "safe" positions after use 			1	3	3	
Members of the public using the mount cutter unsupervised.	<ul style="list-style-type: none"> Public remain on one side of the club member demonstrating use of mount cutter. Statement that mount cutter not to be used unsupervised. Mount cutter placed out of public view when not being used. 			1	2	2	
GENERAL COMMENTS	Risk Assessment shared with members prior to event.						

Assessors Name: Keith Walker

Role: Chair

Signature: _____

Date
: 9th July 2019