

RISK ASSESSMENT FORM: PLEASE COMPLETE EACH LINE AS APPROPRIATE

EVENT: WARE DICKENSIAN EVENING – FRIDAY DECEMBER 1st December 2017, 6.30pm to 9.30pm. Roads closed from 6.00pm to 10.00pm

STALLHOLDER: _____ **LOCATION:** TUDOR SQUARE / HIGH STREET / DRILL HALL (*delete as necessary*)

<u>Hazard</u>	<u>Risk Factor</u>	<u>Measures to Control Risk</u>	<u>Action to be taken by</u>	<u>Yes / No / or N/Applicable</u>
Small Paraffin Lights	Medium - Fire	Not to be used	Organiser	Not to be used
Electric Lights	Medium - Burn	All lights attached to stalls: No fear of them falling on public	Stall Owner / Organiser	
Electric Cables	Medium - Tripping over	Must be covered, or well out of the way of the public	Stall Owner / Organiser	
Lit Candles	Low - Fire	No open candles to be on stall. Only in lanterns	Stall Owner / Organiser	
Gas Bottles	Medium - Fire	Suitable Fire Extinguisher / Fire Blanket to be available by Gas Bottle	Stall Owner / Organiser	
Generator	Low - Fire	Suitable Fire Extinguisher / Fire Blanket to be available by Generator	Stall Owner / Organiser	
Hot Plates / Water Boilers	Medium - Burns to public	Must be located behind stall, not where the public can touch them in any way	Stall Owner / Organiser	
Hot Plates / Water Boilers	Medium - Burns to Stall owner	Must be on a firm, stable base at all times	Stall Owner / Organiser	
Hot Food	Low - Burns & Hygiene issues to public	Cook to order where possible: Keep pre-cooked back up to a minimum. Handle cooked products with tongs	Stall Owner	
Hot Drinks	Low - Burns to public	Must display a notice warning the public that the drink/s is/are hot	Stall Owner	

PLEASE PRINT AND SIGN

NAME: _____

SIGNATURE: _____

DATE: _____