

## WESTERN COUNTIES PHOTOGRAPHIC FEDERATION

Activity Risk Assessment for an event undertaken by the WCPF. At some events members of the Public may have access and the implications of this must be covered.

**EVENT: DPIC 2008**

**Venue "A Hall Somewhere"**

**Note: Likelihood, Severity & Risk to be assessed as either; Low (L), Moderate (M), or High (H)**

Part A ~

Part B ~

Note: If any 2 features per activity are assessed as High (H) steps must be taken to reduce the Risk or the Event must be cancelled

Activity	Potential Hazard	Persons Affected	Likelihood	Severity	Risk	Control Measure Summary	Continue with event?
Car Parking	Too many cars blocking access to the car park	Emergency Services	H	H	L	STEWARD THE CAR PARK TO CONTROL QTY OF CARS	YES
Gangways around Seating	Gangways too narrow	Everyone present	H	H	L	Ensure Minimum 1.6 metres widths	YES
Total Number Of Chairs	Seating capacity too high to give space for all Kit	Everyone present	H	H	L	Control Sale of Tickets prior to Event to ensure revised max seating level not exceeded (This could mean NO Ticket Sales ON THE DAY)	YES

Note 1: We used this event to "Test Run and prove" this new H&S assessment system. Subsequent events will be dealt with in a similar manner.

Note 2: This sheet is provided as a sample Guide to indicate to the user how it should be completed

Event:

Page of

**Activity**

**Potential Hazard**

**Persons Affected**

**Likelihood**

**Severity**

**Risk**

**Control Measure  
Summary**

**Continue  
with event?**

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