

UNIVERSITY OF YORK RISK ASSESSMENT

CLIENT: Students

STRUCTURE: Indoor Event

INITIATED BY: Jill Stead & Jane Whyman

OPERATION: Use of smoke machine

PLAN: Central Hall

DATE: 5.2.07

Keyword	Perceived Hazard or Event	Likely 1/2/3	Conseq 1/2/3	Risk Factor	Existing Control Measures	Action Required to Control Risk	Action By	Date Completed
EVACUATION	Fire or bomb scare	1	3	3	Follow University's procedure for evacuation. Fire procedures and briefing on use of Building given by Facilities Manager and Senior Porter. Responsible person to have Mobile phone Linked to Facilities Manager, Security and Emergency Services.	Named Responsible person to take action needed.		2007
ELECTRICAL	Smoke machine	1	2	2	Equipment in good condition. All equipment PAT tested. Visual inspection.	Reputable company used. Public Liability held. Competent trained staff to operate		
ELECTRICAL	Electrocution	1	3	3	All electrical equipment PAT tested. Only trained staff to use equipment.	Check equipment before use. Check & monitor throughout the event.		
	Cabling: slips, trips and falls	1	2	2	All cables routed or taped.	Visual check before event. Check & monitor throughout the event.		
SPECIAL EFFECTS	Smoke machine: asthma/choking, collision	2	2	4	Restricted use, water-based fluid.	Competent, trained staff to operate.		
FIRE SENSORS	Fire	1	6	6	Only trained Estates or Security staff to disable and re-enable relevant fire alarm detection zones, based on smoke machine located on main stage in auditorium Facilities Manager informed and to check every hour. Responsible person to have Mobile phone Linked to Facilities Manager, Security and Emergency Services.			
Severity of Harm	Likelihood of Harm			<div>Responsible Person for Event</div> <div>Action</div> <div>For a risk factor of 3 or less, normal safe working practices should suffice.</div> <div>For a risk factor of 4 or more some preventative measures must be undertaken by designer or contractor to minimize consequences.</div> <div>For a risk factor of 9, avoid and seek alternative.</div>				
	Unlike ly	Quite Likely	Very Likely					
Minor	1	2	3					
Serious	2	4	6					
Fatal	3	6	9					

Risk Assessment Summary

The adoption of control measures and improvements in further actions will significantly reduce the risks to a reasonable and practicable level.

Accepted by **Date**