**CAITHNESS COUNTY SHOW – RISK ASSESSMENT 2022**

**Friday 15th - Saturday 16th July – Thurso East, Thurso, KW14 8HL**

*Please complete this Risk Assessment and return along with your application to Caithness Agricultural Society at* ***enquiries@caithnessshow.co.uk*** *by* ***Monday 6th June 2022****. Forms may be returned by post to: Caithness Agricultural Society, Nicola Macleod, Bruadar, Westfield, Caithness, KW14 7QR*

***Applications without a completed Risk Assessment cannot be accepted.***

**RISK ASSESSMENT GUIDELINES**

Please complete the risk assessment form using the guidelines shown below. Consider what risk there is for those setting up and dismantling exhibitor’s stands and for the general public and exhibitors during the event.

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| **HAZARD** | **WHO MIGHT BE HARMED?** | **IS MORE REQUIRED TO CONTROL THE RISK?** |
| Look out for hazards that you could reasonably expect to result in significant harm under the conditions in your workplace. Use the following examples as a guide. | There is no need to list individuals by name – just think about groups of people doing similar work or who may be affected. E.g. | For the hazard listed, do the precautions already taken - |
| Slipping/Tripping hazard  Chemicals (e.g., battery acid)  Moving Parts of Machinery (e.g., bales)  Working at height  Pressure Systems  Vehicles (e.g., fork-lift trucks)  Dust (e.g., from grinding)  Fumes (e.g., vehicle engines)  Noise  Livestock on stand | Staff & members of the public  Pay particular attention to:   * Staff with disabilities * Visitors * Inexperienced Staff * Lone workers – they may be more vulnerable | * Meet the standards set by a legal requirement? * Comply with recognised industry standards (e.g., Health & Hygiene) * Represent good practice? * Reduce risk as far as reasonably practicable?   Have you provided:   * Adequate information, instruction, or training * Adequate systems or procedures? * If so, then the risks are adequately controlled, but you need to indicate the precautions you have in place.   ***Where the risk is not adequately controlled, indicate what more you need to do (the “action list”)*** |
| Electricity |
| Moving parts of machinery (e.g., blades) |
| Manual Handling and Lifting Machinery |
| Food Sampling/Display |
| Fire Hazard  e.g., Combustible materials (rubbish, flammable substances, LPG etc.) and ignition sources (flames, smoking etc.) | Staff and members of the public | Means of Escape.  Firefighting equipment and fire evacuation plan. |

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**RISK ASSESSMENT FORM**

***(Please see guidelines above)***

**Please complete, using BLOCK CAPITALS, and return with the Trade Stand Application Form**

|  |  |
| --- | --- |
| Company Name: |  |
| Address: |  |
| Person completing this form:  Date: |  |

**GENERAL ASSESSMENT**

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| **HAZARD** | **PERSONS AT RISK** | **CONTROLS TO MINIMISE RISK** |
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**FIRE ASSESSMENT**

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| **HAZARD** | **PERSONS AT RISK** | **CONTROLS TO MINIMISE RISK** |
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| Liquefied Petroleum Gas (LPG) on site?  YES / NO | Cylinder size? |  |

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| --- | --- |
| **SIGNED:** | **PRINT NAME:** |