

GENERIC RISK ASSESSMENT FOR DAYTONA DS100 STAGE

ACTIVITY: Erection, operation and dismantling of Daytona DS100 stage.			DATE: June 2019	
PLACE OF WORK OR VENUE All sites where Daytona Stage Hire operate.		Dismantling is opposite of erection procedures.		
WHO MIGHT BE HARMED? Employees, contractors, public and performers.			HOW MANY ARE AFFECTED? 20	
HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Manoeuvring vehicle on site.	Site rules and speed limits always observed. If no speed limit is given then 5 mph will be the adopted maximum speed. Well maintained road worthy vehicles. Qualified drivers. Beacons or headlights used on moving vehicles. Hazard Warning lights to be used only on stationary vehicles NEVER on moving vehicles. Banks men used when ever required. Banks men to be experienced and wear high visibility jackets or tabards.	Yes		Low
Unsafe working area.	Adequate safe working area established upon arrival on site to keep unauthorised persons out of the working area including other contractors, members of the public and event staff. Consideration should be given to the use of fencing, hazard tape and posts, the use of stewards and warning notices.	Yes		Low
Night time work.		X	Ensure adequate work lights are available for night time work.	Medium

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Slips and Trips.	Experienced crew.	Yes		Low
Spillages.	Spillages and cleaned up immediately.	Yes		Low
Cables and pipes	Laid in such a manner as to not be a hazard or covered.	Yes		Low
Poor House Keeping	Experienced crew.	Yes		Low
Low Lighting Levels		X	Provide adequate work lights for any night time work.	Medium

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Unsuitable site conditions.	<p>Before the stage is delivered and set up, information about the location and any restrictions will be ascertained either by a visit to the site or from information supplied by the client to include:</p> <p>Access to the venue's gateway from the road e.g. is it possible for an articulated lorry to physically make the turn into the gateway from the road.</p> <ul style="list-style-type: none"> • Turning circles for long vehicles. • Overhead structures, trees or cables. • Weight limits on bridges or man-hole covers etc • Likely ground conditions where the stage is to be set up. • The presence of any steep slopes in the area where the stage is to be set up. • Any other potential hazards. <p>Upon arrival on site operatives will also visually inspect the site to ensure safe conditions.</p>	Yes		Low
Other vehicles on site.	<p>Safe working area established for Daytona crew.</p> <p>High visibility jackets or tabards to be worn on site.</p> <p>Site vehicle restrictions and limits.</p>	Yes		Low

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Work at Height.	Work at height must be avoided as much as possible. Downstage edge of stage clearly marked with silver strip of metal. Hand rails fitted to steps.	Yes Yes Yes		Low Low Low
Use of Step Ladders	Step ladders supplied to either 8S2037 or 8S EN 131 Ladders inspected regularly by trained and competent person to identify defects, records are kept on file. Step ladders always used fully open on firm level surface. When used on stage, steps located away from edge. Loads carried up ladders kept small Over- reaching from ladders is avoided. Only short duration work carried out from steps. Three points of contact maintained at all times.	x	Train staff in the correct use, transport and storage of step ladders.	High
Struck by falling objects.	Loadings on roof structure are uniformly distributed are per structural engineers calculations. Speakers and flown equipment properly attached and secured with safety chains/straps/wires by clients.	Yes		Low

ACTIVITY: Erection, operation and dismantling of DS100 stage.

HAZARDS (including inadequate / lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Structural Collapse.	Stage design a development from established system Stage erected by experienced crew. Stage components checked regularly to identify any cracks, and distortion of structural members (repair or replace).	Yes		Low
	Hydraulic lifting system inspected/examined in accordance with LOLER 1998. Fail safe system built into hydraulic system. Completion checks carried out.	Yes Yes		Low Low
	Spreader plates always used to distribute load. Connectors and pins used throughout to secure components (note to secure pins structural elements must be fully extended and locked)	Yes		Low
	Collapse of roof during erection or dismantling. Operations undertaken by experienced crew. Sufficient crew on hand to ensure structure can be handled and lifted safely. Extra care taken in windy conditions. Operations not undertaken in extreme high winds. Access to stage restricted during erection/dismantling operations. (Safe working area).	Yes Yes		Low Low

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate I lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Manual Handling.	Experienced crew.	X	<p><u>CONSIDER</u></p> <p><u>The Tasks</u> - do they involve:</p> <ul style="list-style-type: none"> • holding loads away from the body? • twisting, stooping or reaching upwards? • large vertical movements? • long carrying distances? • strenuous pushing or pulling? • unpredictable movement of loads? <p><u>The Loads</u> - are they:</p> <ul style="list-style-type: none"> • heavy, bulky or difficult to grasp? • unstable or unpredictable? • potentially harmful (e.g. sharp I hot) • marked with their weight/centre of gravity? • marked "fragile" where required? • over sized? <p><u>The Working Environment</u> - is I are there:</p> <ul style="list-style-type: none"> • restricted space? • poor flooring (e.g. slippery I uneven)? • particularly hot, humid or cold conditions? • poor lighting? • at height? <p><u>Individual Capability</u> - does the task:</p> <ul style="list-style-type: none"> • require unusual strength or stamina? • need more than one person? • call for special training or information <p><u>Provide manual handling training to staff.</u></p> <p><u>Provide and ensure staff use safety footwear and gloves for all manual handling operations.</u></p>	Medium

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate I lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Electricity.	Visual checks on condition of generator, cables, connectors and equipment by crew.	X	Ensure stage is earth bonded. Carry out earth continuity test after stage has been earthed. Full annual test and inspection of all electrical distribution systems, connectors and wiring by qualified electrician is required.	Medium
	RCDs (Residual Current Devices) commonly known as a circuit breaker are provided especially where a) equipment is used externally or b) in wet work areas where electrical equipment is used. Circuits must also be protected by MC8s (Miniature Circuit Breakers) used where required.	X	RCDs and MC8s must be inspected, tested and certified at least annually to ensure they are safe and fully functional.	Medium
Fire.	See also Electrical Risk Assessment above.	Yes	Fire extinguisher advised to be kept in tractor unit.	Low
	Other than diesel in generators no other flammable substances are used. No heat generating process. Stage is a NO SMOKING area. No storage should be allowed under stage. Suitable and adequate means of escape. Cladding and structure retardant to 8S476 Part 7 Class 1, Spread of flame.			

ACTIVITY: Erection, operation and dismantling of DS100 stage.

HAZARDS (including inadequate I lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
Weather. Sun and Heat.	Crew to use sun block, keep body covered to prevent sun burn and sun stroke, work when the sun is low (early morning, evenings) if possible. Drink plenty of water to prevent dehydration,	Yes		Low
Rain and wind.	Special care taken on slippery surfaces and on step ladders. Changes of clothing required when wet. Shelter available in truck cab, Safety footwear with good treads used.	Yes		Low
Damage or overturning of structure due to high winds.	Planning - site is selected to avoid locations where the front of the stage is likely to be exposed to high winds. Monitoring of wind speed, in the event of high winds during erection/dismantling may be suspended. Anemometer built into system. Engineering controls in place to allow for high winds, In the event of increasing winds the structure can be readily dismantled if conditions permit. Crew "on call" in the event of emergency, full instructions and emergency phone numbers supplied to client.	Yes		Low
Snow and Ice.	The structure does not allow for heavy snow loadings, in the event of heavy snow the stage may not be used.	Yes		Low
	Crew must be suitable dressed for working in cold conditions including hats, gloves ect. Special care taken on slippery surfaces and on step ladders. Safety footwear with good treads used.	Yes		Low

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate I lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
First Aid Provision. Event sites are often located long distances from a hospital with A&E facilities.	Crew are equipped with mobile phones to call emergency services if required.	Yes		Low
	Suitable and sufficient first aid kits to treat crew on site are provided in company vehicles.	Yes		Low
	Crew have suitable and sufficient first aid training to give emergency aid on site. (Emergency First Aid at Work or First Aid at Work certificates).	X	Crew should be given basic (Emergency First Aid at Work) training.	Medium
	<u>Maintenance</u>			
	• Have steps been taken to ensure the equipment is regularly inspected and maintained by a competent person?	Yes		Low
	• Are maintenance and inspection records kept (Including LOLER Test, Inspection and Examination Certificates)?	Yes		Low
	• Are arrangements in place for worn or damaged equipment to be immediately removed from use?	Yes		Low
	<u>Training, Information and Instruction</u> Have staff received the required training in basic health and safety awareness, the safe use of electricity, manual handling, use of step ladders?	X	Provide staff training.	Medium

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate I lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
SPECIFIC ASSESSMENT				
Are there any other foreseeable hazards associated with this particular activity?	List any additional control measures.			
	<p><u>Reference Documents</u></p> <ul style="list-style-type: none"> • Company Safe System of Work (Method Statement) • Health and Safety at Work etc Act 1974 • Manufacturer's instructions • Workplace, Health, Safety and Welfare Regulations 1998 • Management of Health and Safety at Work Regulations 1999 • 'Work at Height Regulations 2004 • Provision and Use of Work Equipment Regulations 1998 • Company Health and Safety Policy • Manual Handling Regulations 1992 • Lifting Operations and Lifting Equipment Regulations 1998 • PPE Regulations 1992 • aS 7909 • I.E.E. Wiring Regulations 17th Edition • Manual Handling Regulations 1992 • Electricity at Work Act 1989 • Road Traffic Act • Highway Code • Work at Height Regulations 2006 • Event Safety Guide (HSG 195) 1999 • Temporary Demountable Structures (3rd Edition) • Regulatory Reform (Fire Safety) Order 2006 • Fire Precautions at Places of Entertainment and Like Places • Health and Safety (First-Aid) Regulations 1981 			

ACTIVITY: Erection, operation and dismantling of DS100 stage.				
HAZARDS (including inadequate I lack of arrangements)	EXISTING CONTROL MEASURES	Adequate control if in place? X if not	IF 'X' STATE THE ACTION TO BE TAKEN WITH TIMESCALES OR INDICATE ANY ADDITIONAL CONTROL MEASURES	RESIDUAL RISK RATING High, Medium, Low
ASSESSED BY (Print name.) Chris Hannam. STAGESAFE Health and Safety Consultants and Training Services to the Live Music and Events Industries. www.stagesafe.co.uk			SIGNED <i>C. Hannam.</i>	Edition 1.