

PRODUCTION RISK ASSESSMENT

Production Details:
Crew: Dale Salter
Description of Production/ Shoot
Filming shots for promotional main video of events, use of stabiliser, tripod and slider equipment as well as two small led lights with a 77d.
Production Date (s):
20/10/2018, 30/10/2018, 02/11/2018, 03/11/2018
Location/ Studio Address:
79 Queen St, Mosborough, Sheffield S20 5BP - Mosborough, Elim Church
Mosborough, Sheffield S20 5BU - Mosborough Methodist Church Hall
Afternoon/night
Production Personnel
Dale Salter
Signature of Producer..... Date:
20/10/2018

Table 1: Checklist					
The following checklist is made up potential sources of harm that are often encountered during production activities. Tick next to each one that is likely to create a significant risk during the proposed production activity.					
No.	Source of Harm	Tick as app.	No.	Source of Harm	Tick as app.
1	Access difficulties	N	24	Night Operations	Y
2	Alcoholic drinks/ hospitality	N	25	Noise	Y
3	Animals	N	26	Portable tools	M

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4	Artist/ Presenter controlling specialist equipment	N	27	Prop Hazards E.g. Glass, delicate props	N
5	Compressed Gas	N	28	Radiation	N
6	Confined Spaces	Y	29	Risk of infection	N
7	Crowds/ Public/ Civil unrest	Y	30	Scaffolds, Rostra, working platforms	N
8	Derelict building hazards e.g. rats, bird droppings, dangerous structures	Y	31	Scenery hazards: e.g. unusual shapes, fire hazards	N
9	Children/ Young Persons	Y	32	Smoking	M
10	Camera operation e.g. cranes, cables, Steadicam	Y	33	Special needs e.g. elderly, disabled	M
11	Diving	Y	34	Special effects e.g. snow, dry ice	N
12	Electricity e.g. overhead cables, generators	N	35	Stunts	N
13	Excavation	N	36	Temperature – extreme heat/ cold	M
14	Explosives/ Pyrotechnics	N	37	Vehicles/ motorcycles – use of, filming	Y
15	Fire & Practical flames	N	38	Weapons	N
16	Flammable materials	N	39	Working at height	N
17	Flying e.g. aircraft, drone	N	40	Water e.g. Work on or near, use of tanks	N
18	Fatigue/ long hours/ physical exertion	Y	41	Working overseas	N
19	Food preparation	N	42	Weather extremes of	M
20	Hazardous substances e.g. dust, vapors, fumes	N	43	Possibility of violence	M
21	Lasers, strobe effects	N	44	Others	N
22	Lifting equipment	Y	45	Others	N

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23	Manual Handling	Y	46	Others	N
Task 2: Risk Evaluation					
<p>For each item ticked in table 1, state who is at risk, what the risks are and how the risks are/ will be controlled taking into account all rules that apply (regulations, codes of practice, guidance, production company procedures). The person(s) responsible for implementing the controls should also be clearly identified and a copy of the assessment must be issued to them. Full details of experts/ contractors and emergency arrangements should be detailed in table in 4.</p>					
Source of Harm	Who is at risk (cast, crew Public)	Likelihood (H, M, L)	Severity (H, M, L)	Risk Level (H, M, L)	Precautions used or required to ensure risk is reduced
6	Public/ Crew	M	M	M	To whoever it applies to inform them to take only the most essential equipment and ensure that getting out of the confined space is easy and fast in case something happens and someone needs to get out fast.
7	Public/ Crew	M	M	M	Make sure the crew knows to set up the equipment in an area of at least a 4-m circumference. Therefore, reducing the likelihood of damage to the crew's wellbeing/public or equipment.
9	Public	M	M	M	If any are filmed make sure to get permission, or use techniques to ensure they aren't in the shot if they don't want to be filmed. Make sure the equipment and bags are out of the way.
10	Public/ Crew	M	M	M	Make sure to put the bags out of the way of the public, make sure to warn public away from the tripod so they don't trip. Make sure the crew knows how to correctly pick up equipment and carry it as to not injure themselves.

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11	Crew	M	M	M	To whoever it applies to inform them to correctly pack equipment, wear a seat belt. Ensure whom ever is driving follows the necessary procedures when driving and all equipment is strapped down securely.
18	Crew	M	M	M	Make sure the crew knows not to push themselves too much. Keep water and food at hand so exertion can be avoided.
24	Crew	L	M	M	To whoever it applies to inform them to the risk of tripping/slipping make sure there is adequate lighting be sure not to carry too much you can see where you're going.
25	Crew	M	M	M	Make sure the crew isn't exposed to the loud crowds for too long. As well as when the crew are editing make sure they know to put the volume at least half or less to start off with.
22/23	Crew	M	M	M	Make sure that the crew knows how to properly pick up equipment with legs not back. Make sure the crew knows not to carry too much on their own.
31	Crew	M	M	M	To whoever it applies to inform them to take precautions when on location such as filming away from dangerous objects, hazards if filming closer is necessary to wear the appropriate necessary clothing.
33	Public	M	M	M	Make sure not to put the equipment bags or tripod in the way and if a person/ disabled needs to get by make sure to move out of the way.

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37	Crew	M	M	M	To whoever it applies to inform them to ensure the necessary standard health and safety procedures required with the use of a vehicle is followed. Make sure equipment is securely packed when not in use.
42	Crew	L	M	M	To whoever it applies to inform them to make sure to wear the appropriate clothing and footwear. In case of extremes make sure not to carry too much and keep a good line of sight in order not to trip/slip.
43?	Crew	L	M	M	To whoever it applies to inform them to make sure to inform people ahead of time what is being filmed and not to film them unless they agree to it. If it appears people are likely to become aggressive stop filming and leave and come back later time to film.

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Table 3: Emergency Arrangements

Include details of any emergency arrangements including fire precautions, 1st aid/ medical support, police etc.

Call 999.

Table 4: Experts/ Specialists/ Contractors Used

Include details of any experts/ specialists/ contractors involved in the production and attach details of relevant risk assessment/ safety procedures that apply