**RISK ASSESSMENT FORM**

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| **RISK ASSESSMENT REF NO:** | Abbey Camera Club 1 | **ACTIVITY BEING ASSESSED:** | Useofmount cutteraspartofgeneralpublicdisplay | **RISK CATEGORY** | **High** [ ]  **Medium** [ ]  **Low** [ ]  |
| **WHO IS AT RISK** |  **SPECIFIC INFORMATION** Page 1 of 1 | **LOCATION(S)** |
| Club Members | [ ]  | As part of a public engagement event, photographs will be mounted using a standard mount cutter | Dock Park | [ ]  |
| Adult Members of Public | [ ]  |  |  |  |
| Young Persons | [ ]  |  |  |  |
| **HAZARDS**(ie what has the potential to do harm in terms of **L**ocation, **E**quipment, **A**ctivity, **P**erson, **S**ubstance) | **EXISTING CONTROL MEASURES**(What have you in place to avoid, reduce and manage risks)(Consider control hierarchy – **E**liminate, **R**educe, **I**solate, **C**ontrol then **P**PE.Always consider need for Provision of Information, Training, Instruction & Supervision)You can also refer out to any existing Safe Working Procedures | **[Likelihood](http://sharepoint.dgcouncil.net/sites/chasm/Section%209%20%20Forms%20and%20Other%20Information/Risk%20Assessment/RISK%20MATRIX.pdf)****[1 - 5](http://sharepoint.dgcouncil.net/sites/chasm/Section%209%20%20Forms%20and%20Other%20Information/Risk%20Assessment/RISK%20MATRIX.pdf)** | **[Consequence](http://sharepoint.dgcouncil.net/sites/chasm/Section%209%20%20Forms%20and%20Other%20Information/Risk%20Assessment/RISK%20MATRIX.pdf)****[1 - 5](http://sharepoint.dgcouncil.net/sites/chasm/Section%209%20%20Forms%20and%20Other%20Information/Risk%20Assessment/RISK%20MATRIX.pdf)** | **[Risk Rating](http://sharepoint.dgcouncil.net/sites/chasm/Section%209%20%20Forms%20and%20Other%20Information/Risk%20Assessment/RISK%20MATRIX.pdf)****[1 - 25](http://sharepoint.dgcouncil.net/sites/chasm/Section%209%20%20Forms%20and%20Other%20Information/Risk%20Assessment/RISK%20MATRIX.pdf)** | **If further actions required - provide Action Reference No.** |
| Loose mount cutter blades cut skin of attendees | * Spare blades must remain inside a closed box inside the mount cutter box.
* Cutter blades should only be changed when members of the public are not present.
* Care taken to hold blades by ends when handling them.
 | 1 | 3 | 3 |  |
| Cuts caused by blade in mount cutter. | * + All club members to have use of the equipment demonstrated to them in advance.
	+ Blades in cutters to be returned to non-exposed “safe” positions after use
 | 1 | 3 | 3 |  |
| Members of the public using the mount cutter unsupervised. | * + Public remain on one side of the club member demonstrating use of mount cutter.
	+ Statement that mount cutter not to be used unsupervised.
	+ Mount cutter placed out of public view when not being used.
 | 1 | 2 | 2 |  |
| **GENERAL COMMENTS** | Risk Assessment shared with members prior to event.  |  |  |  |  |
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| **Assessors Name:** | Keith Walker | **Role:** | Chair | **Signature:** |  | **Date:**  | 9th July 2019 |