

Hazard and how it might cause harm	Who might be harmed and how they may become harmed Existing	Existing control measures	Additional control measures required	Date completed	Action by
Lack of Inter Agency Awareness	Joint Agency Partners • Working Personnel • Public	<ul style="list-style-type: none"> • Co-ordinated approach to planning with Emergency Services and Emergency Planning Team LCC. • TM Meeting monthly • Joint Agency Meetings • 1st Draft Event Document to be made available to be reviewed and allowing time for amendments • Individual meetings with Locations and Managers will be held • SAG meetings • Publication of final versions for all to view • Site walks prior to event as necessary 			Event Manager
Verbal abuse or assault	Employees, members of the public, event staff/marshalls.	briefed not to lone work unless approved and appropriately trained. Training to identify danger as initial response to any incident and to consider own safety before proceeding. Zero tolerance. Lone workers have radio/telephone for comms with event lead	Members will only be out of the first aid compound area when responding to an incident to minimise risk of verbal or physical assault. All teams issued with radio/phone number. Staff to report verbal / physical assault to event manager.		Event Manager
Slips, trips and falls	RMS personnel, staff/public	briefed on appropriate footwear for events as part of their induction training. Treatment centres and vehicles provided with safe access/egress routes including steps where necessary with handrails.	equipment is safely stored leaving walkways clear. Spills kits available in all units. Trailing leads to be routed away from walkways and use of cable covers where possible and wherever a lead crosses a walkway at floor level		All persons
Environmental exposure	RMS personnel, staff/public	Warm room with heating Warm drinks available Disposable blankets available			RMS staff
Storage of combustible and explosive gasses and materials		Ensuring safe storage of all oxygen, entonox and other explosive materials. Ensuring no one is smoking near these materials and ensuring the treatment centres are fenced off Fire marshall appointed for each location. Fire extinguishers provided in all treatment centres and vehicles. Oxygen/gas cylinders safely stored and identified.	Appropriate signage		All RMS personnel
Fire	members of the public, event staff/marshalls		All combustible materials to be stored in cupboards/appropriate containers. Good standard of housekeeping in the treatment areas. Assembly points identified during briefing and treatment centre leads provided will register of volunteers. Volunteers briefed not		Event Manager

			to tackle fires, fire fighting equipment is for aiding personal escape or small contained fires only.		
Manual handling	Employees, Patients	trained in basic manual handling principles and patient handling for AFA and above, and those who have undertaken the MHFA course	Ensure sufficient personnel available for all lifting activities including set-up, take down and during operational hours. Check fitness for role of volunteers as part of briefing. Enough resources sent to patients should Manual Handling need to be used.		All RMS personnel
Electrical faults		Regular safety inspection of treatment centres/vehicles by appropriately trained servicing contractors as per national policy. All portable appliances and cables pat tested on an annual cycle.	informed to report any defective equipment and not to attempt to use. Ensure electrical isolation points are known. Electrical connections only to be made by volunteers familiar with safety requirements.		Event Manager
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Stress/Fatigue		Counselling services by own GP, Ensuring all volunteers have regular breaks and regular meals	Encouragement to talk to event management team or HR if feeling unsure/unhappy. Ensure regular breaks available and welfare facilities are provided. Use of debrief at end of event or on a 1-1 basis following a significant incident		Manager, event management team, RMS personnel
Vehicle collision	Uniformed/non-uniformed personnel Employees Public Minor injuries (Sprains, Strains and grazes) up to and including Serious injuries (fractures, dislocations)	Vehicles only to be driven by RMS qualified personnel. Reasonable use of lights and sirens when appropriate. Hi-visibility garments at all times (all event)	All staff must wear High Visibility clothing when manoeuvring vehicles through occupied areas, a member of RMS personal must act as a second guide/ banks man		RMS personnel
Burns / Scalds - including chemical, sunburn and heat/radiation	labelling of heat sources within the treatment centres / welfare areas. Volunteers trained in the	burns treatment equipment. On warm/sunny days volunteers reminded to use sun-cream and wear RMS baseball cap and ensure they drink plenty of water.			RMS personnel

	treatment of burns/scald				
Infection/PPE	Employees, members of the public, event staff/marshals	Induction training including the Infection Prevention Control policy. Supply of approved cleaning chemicals and PPE available at all treatment centres and on all ambulances. Regular deep cleaning of all vehicles	Briefed on use of cleaning materials available. Clinical waste bins provided and replaced as required.		RMS personnel
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Structural collapse	personnel, public, staff	Specialist company setting up temporary structures If RMS temporary structures only trained personnel to erect health and safety measures are adhered to	All staff to complete dynamic risk assessments always Any issues reported to the event management team immediately		Team Leader
Terrorist threat	personnel, public, staff	24 hour security on-site Police presence on-site All staff to wear ID badges Staff informed of terrorist information in pre-event briefing	Major incident procedures to be adopted		RMS personnel
Covid 19					
Spread of Covid-19 Coronavirus	Staff Visitors to premises Cleaners Contractors Drivers Vulnerable groups - Elderly, Pregnant workers, those with existing underlying health conditions Anyone else who physically comes in contact with you in relation	Hand Washing • Hand washing facilities with soap and hot water in place. • Stringent hand washing taking place. • Paper towels/hand dyers for drying of hands • See hand washing guidance. • Gel sanitisers in any area where washing facilities not readily available Cleaning Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. Social Distancing Social Distancing - Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency	Employees to be reminded on a regular basis to wash their hands for 20 seconds with warm water and soap and the importance of proper drying. Also reminded to catch coughs and sneezes in tissues - Follow Catch it, Bin it, kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Tissues will be made available throughout the workplace. To help reduce the spread of coronavirus (COVID-19) reminding everyone of the public health advice - https://www.publichealth.hscni.net/news/covid-19-coronavirus Posters, leaflets and other materials are available for display. https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19 Rigorous checks will be carried out by line managers to ensure that the necessary procedures are being followed.		All

	<p>to your business</p>	<p>https://www.publichealth.hscni.net/news/covid-19-coronavirus https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people</p> <p>Taking steps to review work schedules including start & finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating workers to other tasks.</p> <p>Redesigning processes to ensure social distancing in place.</p> <p>Conference calls to be used instead of face to face meetings.</p> <p>Ensuring sufficient rest breaks for staff.</p> <p>Social distancing also to be adhered to in canteen area and smoking area.</p> <p>Wearing of Gloves Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely.</p> <p>PPE Public Health guidance on the use of PPE (personal protective equipment) to protect against COVID-19 relates to health care settings. In all other settings individuals are asked to observe social distancing measures and practice good hand hygiene behaviours</p> <p>Where PPE is a requirement for risks associated with the work undertaken the following measures will be followed-</p> <p>Tight-fitting respirators (such as disposable FFP3 masks and reusable half masks) rely on having a good seal with the wearer's face. A face fit test will be</p>	<p>Staff to be reminded on a daily basis of the importance of social distancing both in the workplace and outside of it. Management checks to ensure this is adhered to.</p> <p>Staff to be reminded that wearing of gloves is not a substitute for good hand washing.</p> <p>To minimise the risk of transmission of COVID-19 during face-fit testing the following additional measures should be carried out</p>		
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	<p>carried out to ensure the respiratory protective equipment (RPE) can protect the wearer.</p> <p>Wearers must be clean shaven.</p> <p>Symptoms of Covid-19 If anyone becomes unwell with a new continuous cough or a high temperature in the workplace they will be sent home and advised to follow the stay at home guidance. Line managers will maintain regular contact with staff members during this time.</p> <p>If advised that a member of staff or public has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises such as domestic premises), the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken. https://www.publichealth.hscni.net/</p> <p>Drivers Procedures in place for Drivers to ensure adequate welfare facilities available during their work - Reference https://www.hse.gov.uk/news/drivers-transport-delivery-coronavirus.htm COVID-19-guidance on freight transport.</p> <p>Persons should not share vehicles or cabs, where suitable distancing cannot be achieved.</p> <p>Mental Health Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help Reference -</p>	<p>Both the fit tester and those being fit tested should wash their hands before and after the test.</p> <p>Those being fit tested with non-disposable masks should clean the mask themselves before and immediately after the test using a suitable disinfectant cleaning wipe (check with manufacturer to avoid damaging the mask).</p> <p>Test face pieces that cannot be adequately disinfected (e.g. disposable half masks) should not be used by more than one individual.</p> <p>Fit testers should wear disposable gloves when undertaking cleaning of the tubes, hoods etc. and ensure they remove gloves following the correct procedure (PDF) Reference</p> <p>https://www.hse.gov.uk/news/face-mask-ppe-rpe-coronavirus.htm Internal communication channels and cascading of messages through line managers will be carried out regularly to reassure and support employees in a fast changing situation.</p> <p>Line managers will offer support to staff who are affected by Coronavirus or has a family member affected.</p>		
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		https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing/ www.hseni.gov.uk/stress	<p>Communicate with companies we deliver to/from to ensure welfare facilities will be available to our drivers. Allowing delivery drivers adequate breaks to avail of proper welfare facilities.</p> <p>Regular communication of mental health information and open-door policy for those who need additional support.</p>		
Major trauma (fairground rides, stages, working from height)	personnel, public, staff	Production staff ensured staff working from height trained as such Ensured correct HCP kit (including trauma kit) is on site	ensure existing control measures are in place		RMS personnel
<p>Hazard and how it might cause harm- This is the activity that might cause harm and a short description of how that harm may materialise. Who might be harmed This is the population who are placed at risk by the activity (such as staff, volunteers, contractors, members of the public) and how they may become harmed e.g. struck by moving vehicle of contact with violent person etc.</p> <p>Existing risk controls Measures that should be in place before commencement of any work activity. On the day it will be necessary for someone to check that the measures are in place and decide if they are appropriate and sufficient. This may be calculated, and the calculation needs to be entered in the likelihood risk calculator box, the initial risk rating being the raw level of risk before any control measures are put in place.</p> <p>Additional control measures required to control risk These are measures that are put in place in addition to those initially identified, once in place a recalculation of the level of risk must be undertaken. Any additional measures must have the effect of reducing either the likelihood of an occurrence or the consequence or both. Date completed This is the date by which all control measures identified in the assessment must be in place prior to commencement of the activity.</p> <p>Action by This is for the name of the person responsible for putting measures in place. Additional control measures required to control risk These are measures that are put in place in addition to those initially identified, once in place a recalculation of the level of risk must be undertaken.</p> <p>Any additional measures Must have the effect of reducing either the likelihood of an occurrence or the consequence or both. Date completed This is the date by which all control measures identified in the assessment must be in place prior to commencement of the activity.</p> <p>Action by This is for the name of the person responsible for putting measures in place. NOTE: The objective of this risk Assessment is to identify material risk, record the existing control measures where they exist, and then go on to address these to a point that is as low as is reasonably as possible, the additional control measures identified must be recorded on this form and implemented fully. The residual risk at the end of the process is the risk to which RMS is exposed, if any.</p>					