

Extreme Adventure Ltd – Safe Work Method Statement

Activity – Retro Gaming Table

ACIVITY	HAZARDS	RISK CONTROL MEASURES	What is the rate of Risk? <small>(Rate risk as Low, Medium or High)</small>	WHO IS RESPONSIBLE? <small>Write the position of the person who is responsible for ownership of implementing the control measure</small>
Check for any overhead Electric or Telephone Lines	<ul style="list-style-type: none"> ➤ Possible electrocution from overhead Electricity Supply 	<ul style="list-style-type: none"> ➤ Inspect Site before any work commences ➤ Ensure you know where there are any overhead lines ➤ If you have any concerns then these must be addressed with the Site HSE Manager and your superior 	LOW/MED	Extreme Adventure Staff
Driving onto site	<ul style="list-style-type: none"> ➤ Collision with other vehicles or pedestrians ➤ Driving into area with a very low height restriction or narrow lane 	<ul style="list-style-type: none"> ➤ Enter Event Area with hazard lights flashing and a speed no more than walking pace ➤ Walk by foot through the projected entrance and roadway looking for issues and obstacles on route 	LOW/MED	Driver
Unloading onsite	<ul style="list-style-type: none"> ➤ A small accident may occur e.g. trip or stumble ➤ Working at height ➤ Lifting equipment out of van 	<ul style="list-style-type: none"> ➤ Hazard Lights must be left flashing ➤ Staff to take care unloading and loading equipment ➤ Use company provided dollies to move activities to their place on site 	LOW	Extreme Adventure Staff

ACTIVITY List the tasks required to perform the activity in the sequence carried out	HAZARDS Against each task list the hazards that could cause injury when the task is performed	RISK CONTROL MEASURES List the control measures required to eliminate or minimise the risk of injury arising from the identified hazard	What is the rate of Risk? (Rate risk as Low, Medium or High)	WHO IS RESPONSIBLE? Write the position of the person who is responsible for ownership of implementing the control measure
Operating Equipment on Site	<ul style="list-style-type: none"> ➤ Users acting in a dangerous manner on the equipment ➤ Use of equipment ➤ Electrical Cable trips 	<ul style="list-style-type: none"> ➤ The manufacturers instructions for use must be followed, this includes safe methods of use ➤ Identify trip hazards and cove 	LOW/MED	Extreme Adventure Staff
Storage over night	<ul style="list-style-type: none"> ➤ Injury caused to public accessing equipment overnight 	<ul style="list-style-type: none"> ➤ De-rig kit and store safely 	MED	Extreme Adventure Staff
Circulation	Management & Staff of Extreme Adventure and Site HSE Manager			
Assessor	Mr Caldwell			
Date Assessed	3/11/14			
Review Date	3/11/15			