

APPENDIX C



Hazard Identification & Risk Assessment

Prepared for:
Billy Manning Limited

DOCUMENT NO: 0044-HIRA-001



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Revision History



Client: Billy Manning Limited.
Project Name: Oktoberfest.
Document Title: Hazard Identification and Risk Assessment.
Document Number: 0044-HIRA-001.
Revision: 2B.

Revision	Date	Description	Prepared By	Checked By	Approved By
1B	26/08/2020	First issue – submitted to client.	Steve Cook		

Record of Amendments			
Revision	Pages	Para.	Description of Changes
1B	All	All	Initial issue and client transmission.

Confidentiality
<p>The information contained within this document is provided for the sole use of Billy Manning Ltd, authorised clients and subcontractors. Printed copies of this document are considered as uncontrolled.</p>



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Client Contact	John Thurston.	HIRA Title	Oktoberfest.
Risk Assessment No & Revision	0044-HIRA-001 Revision 1B.		
Risk Assessment Status	Submitted for client use.		
Comments	<p>This HIRA is a supplementary risk assessment, complimenting the clients own (unseen) risk assessments. The scope of this document relates only to the sale of alcohol at the event. Other hazards shall be identified and appropriate controls outlined within Billy Manning Limited's existing suite of risk assessments.</p> <p>The client shall review this document for suitability and adequacy, making any changes as required. There is no liability on the part of HSEQ-360.</p>		

Hazard Identification Guidewords

Note. This list is not exhaustive and should not be considered as a full list of hazards

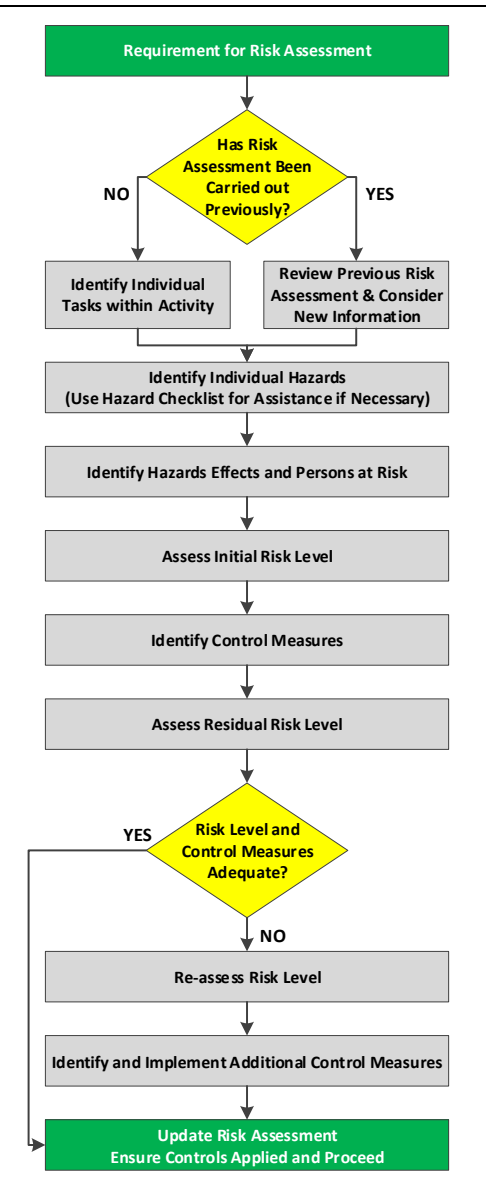
Access	Coordination	Explosion	Loss of Power	Power Isolation	Spillage
Adequate Equipment	Depth	Failure	Noise	Pressure	Stored Energy
Blow-On / Blow-Off	Discharge	Fire	Obstructed Vision	Reciprocating	Substances
Body Positioning	Disintegration	Flare / Heat Radiation	Other Operations	Recovery	Surge / Sway
Break / Fracture	Drive	Fumes / Vapour	Overflow	Redundancy	Temperature
Caught Between	Dropped	Heat / Hot Surface	Overload	Release	Tension
Certification	Ejection	Heavy	Overpressure	Rotation	Unauthorised
Chemicals	Electrical Equipment	Height	Particles	Rupture	Unfamiliar
Circulation	Electricity Supply	Impact	Pinch Point	Sharp Edges	Unguarded / Protected
Collision	Entanglement	Injury	Pitch / Roll / Heave	SIMOPS	Vehicles / Traffic
Communication	Environmental	Intake / Discharge	Pollution	Slip, Trip & Fall	Vibration
Confined Space	Ergonomics	Loss of Position	Poor Visibility / Lighting	Smoke	Weather

Common Mitigating & Control Measures

Note. The following controls are commonly applied as mitigation measures on most tasks and activities

Adequate Supervision	Approved Method Statement / Procedure	Site Induction Training	Task Familiarisation Training	Tool-Box Talks
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PPE (Standard Items Only – Coveralls, Safety Boots, Safety Helmet, Safety Specs. All other PPE to be Specified to Suit the Task)





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RISK ASSESSMENT MATRIX

SEVERITY CLASSIFICATION							PROBABILITY CLASSIFICATION					
							A	B	C	D	E	
Level	Safety / Injury	Health	Pollution	Damage / Financial	Media	Highly Improbable	Improbable	Possible	Probable	Frequent		
							A possibility but extremely remote chance of occurrence.	Unlikely to occur (very infrequent) during the operation.	May occur (frequent) during the operation.	Is likely to occur often during the operation.	Is likely (common occurrence) to occur once or more during every operation.	
5	Catastrophic	Incident resulting in one or more fatalities.	Permanent or terminal health damage.	>100m ³	£5M+	National press and TV	MEDIUM	MEDIUM	HIGH	HIGH	HIGH	
4	Major	Serious injury or permanent disabilities.	Harmful effects (e.g. dangerous infections).	1-100m ³	£1M-£5M	National press or regional TV	LOW	MEDIUM	MEDIUM	HIGH	HIGH	
3	Serious	Incident resulting in lost time incident.	Moderate effects (e.g. persistent dermatitis).	50Ltr-1m ³	£100k-£1M	Regional or local TV	LOW	LOW	MEDIUM	MEDIUM	HIGH	
2	Moderate	Restricted working or external medical treatment.	Minor health effect (e.g. mild rash).	1-50Ltr	£10k-£100k	Local press coverage	LOW	LOW	LOW	MEDIUM	MEDIUM	
1	Minor	First aid injuries or below.	No adverse health effects.	<1Ltr	<£10k	No media coverage	LOW	LOW	LOW	LOW	MEDIUM	
RISK CLASSIFICATION												
LOW			Operations may proceed with care, and without identification of any further mitigating controls.			MEDIUM		Operation may proceed with caution, however further investigation into additional controls should be conducted to further reduce risk where possible.		HIGH	Operation must NOT proceed. Alternative methods / controls to conduct the task must be developed / sought.	
RISK ASSESSMENT HIERARCHY												
Status	Responsibility to Action		Attendees						Evidence Examples			
Level 1	Billy Manning Limited		Desktop review with key interested parties.						Signed Level 1 HIRA.			
Level 2	Billy Manning Limited		All key site personnel.						Signed Level 2 HIRA.			
Level 3	Billy Manning Limited		Personnel Involved in the planned operations.						Toolbox Talk Records / Checklists.			



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Task No	Activity & Persons at Risk	Potential Hazards	Hazard Effect / Consequences	Initial			Control and Mitigating Measures	Residual				Responsibility to Action
				S	P	R		S	P	R	ALARP	
1	<u>Activity</u> Sale of alcohol at Oktoberfest. <u>Persons at risk</u> Patrons. Personnel. Third parties.	a) Increased trip likelihood. Includes cables, temporary structures, uneven ground conditions or low lighting levels.	Falls resulting in personal injuries, such as cuts, sprains, fractures and broken bones.	4	C	M	<ul style="list-style-type: none"> All cables shall be covered by purpose-built cable runs. If overhead, cables shall be 'flown' as a sufficient height. Staff and patrons shall be made aware of specific hazards through administrative controls (signage). Marquee pegs shall be padded, with marquee guy wires to be made visible with hi-visibility tape or colours to alert people to their presence. Ground to be surveyed for level, with any holes appropriately filled. Lighting shall be augmented as required, at peak pedestrian routes. 	4	B	L	Yes	<ul style="list-style-type: none"> Billy Manning Limited Management Team. Event supervision. Event personnel.
		b) People movements during hours of darkness.	Injuries, for example arising from collisions.	3	C	M	<ul style="list-style-type: none"> Temporary and adequate lighting to be installed in all areas used by attendees. Any dark or isolated areas shall be cordoned off to prevent entry. 	3	B	L	Yes	<ul style="list-style-type: none"> Billy Manning Limited Management Team. Event supervision. Event personnel.
		c) Glass.	Cuts.	3	C	M	<ul style="list-style-type: none"> Drinks shall not be served in glass. Staff will be vigilant to patrons bring their own glass bottles to the event, and shall confiscate if witnessed. Any broken glass shall be immediately cleared by a member of staff. 	3	A	L	Yes	<ul style="list-style-type: none"> Billy Manning Limited Management Team. Event supervision. Event personnel.
		d) Verbal / physical assault.	Assault, distress and injury.	4	C	M	<ul style="list-style-type: none"> Suitable numbers of competent event staff to be deployed. Staff to monitor guests for anti-social behaviour, and call on support as required, including from the police. A friendly and welcoming environment shall be created, with those intoxicated refused service. 	4	B	L	Yes	<ul style="list-style-type: none"> Billy Manning Limited Management Team. Event supervision. Event personnel.



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Task No	Activity & Persons at Risk	Potential Hazards	Hazard Effect / Consequences	Initial			Control and Mitigating Measures	Residual				Responsibility to Action
				S	P	R		S	P	R	ALARP	
		e) Alcohol / drug abuse.	Public order issues and injury.	4	C	M	<ul style="list-style-type: none"> Suitable numbers of competent personnel (ride operators) shall be deployed to refuse anyone that is intoxicated to embark upon an amusement ride. Competent bar staff shall refuse service to those that appear intoxicated. A 'challenge 25' policy shall be enforced. 	4	B	L	Yes	<ul style="list-style-type: none"> Billy Manning Limited Management Team. Event supervision. Event personnel.
		f) Children.	Exposure to abusive / harmful patrons.	3	C	M	<ul style="list-style-type: none"> No children permitted to evening openings. All children to be accompanied by an adult during daytime opening. Strict guidelines for alcohol sale (challenge 25), with staff to be vigilant to proxy sales. 	3	A	L	Yes	<ul style="list-style-type: none"> Billy Manning Limited Management Team. Event supervision. Event personnel.
		g) Collapse of marquee.	Risk of becoming unstable or of collapse, with the potential for serious / fatal injury.	5	C	H	<ul style="list-style-type: none"> A temporary structure shall be erected by competent contractor. The structure shall be inspected and certified as fit for use by a competent person or authority. Entrance / exit shall be staffed at all times, with number of admissions monitored and capped. 	5	A	M	Yes	<ul style="list-style-type: none"> Billy Manning Limited Management Team. Event supervision. Event personnel.
Billy Manning Limited shall ensure that this document is subject to ongoing review, and is updated and disseminated as required.												

Level 1 HIRA Record



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Name	Company	Role	Signature	Date



