

Photo Booth Risk Assessment

Hazard	Who is at risk?	What is the risk?	Evaluation And Control Measures	Risk Rating Assessment	Adequate Control Measures In Place?
Loading, handling and transportation of equipment	<ul style="list-style-type: none"> - Booth attendant - Spectator 	<ul style="list-style-type: none"> - Injury to Booth attendant 	<ul style="list-style-type: none"> - All equipment must be handled in correct manner. Manual handling should be reduced to a minimum by using available trolleys - Ramps / lifts to be used where required and available. - Where required multiple persons must handle equipment. - Individual persons should not undertake anything that puts themselves or anyone else at risk. 	Low	Yes

<p>Installation and operation of equipment on site</p>	<ul style="list-style-type: none"> - Booth attendant - Spectator - Participants 	<ul style="list-style-type: none"> - Injury to Booth attendant, Spectator or Participants - Damage to venue 	<ul style="list-style-type: none"> - The Booth attendant must have unhindered clear access to the setup area. - The set up area must be level and free from any rubbish, sharp objects, debris etc. - The equipment is inspected before during installation to ensure it is free from any damage. - The equipment should be set up away from any sources or areas of water. 	<p>Low</p>	<p>Yes</p>
<p>Electricity and cabling</p>	<ul style="list-style-type: none"> - Booth attendant - Spectator - Participants 	<ul style="list-style-type: none"> - Injury to Booth attendant, Spectator or Participants 	<ul style="list-style-type: none"> - Item requires access to 13 amp plug socket. - Power source should be no further than 10m away from equipment. - All cabling to be covered where required and routed away from walkways etc. - All electrical components have been PAT tested and regularly inspected for wear and tear. 	<p>Low</p>	<p>Yes</p>

Operation of equipment on site	<ul style="list-style-type: none"> - Booth attendant - Spectator - Participants 	<ul style="list-style-type: none"> - Injury to Booth attendant, Spectator or Participants 	<ul style="list-style-type: none"> - Users will be instructed to queue in front of the equipment in view of the Booth attendant who will control the queue. 	Low	Yes
User safety	<ul style="list-style-type: none"> - Booth attendant - Spectator - Participants 	<ul style="list-style-type: none"> - Injury to Booth attendant, Spectator or Participants 	<ul style="list-style-type: none"> - Should any participant appear to be under the influence of alcohol / drugs to the extent where they are posing a risk to the Booth attendant and participants, the Booth attendant will close the equipment and seek assistance from the event manager. - Children should be supervised by an adult at all times. 	Low	Yes

The above is based on guidelines and advice from the manufacturer and PROP Events operating the equipment within current HSE requirements and should be read in conjunction with the method statement 2018. Each item is covered by the company public liability insurance policy. If there are any questions relating to the use of the equipment, please contact PROP Events at hello@prop.ltd.