**Faculty of Arts  
Risk Assessment Evaluation**

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| **Project/Activity title:** | Interior location |
| **Module name/code:** | 2MDOO1 |
| **Date of activity:** | 20/12/2017 |
| **Location:** | Room 5002, 80 Walmgate, York, YO1 9TL |
| **Student name:** | Rebecca Stead |
| **Description of activity:** | Filming of scene where Rachel is packing to move out from episode 6, series 6 of the programme Friends |
| **Contact number:**  *(for onsite use only)* | 0333 344 4047 |

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| **Tick all hazards that apply at this location** | | | |
| Access / egress |  | Lighting – work lights |  |
| Alcohol / drugs |  | Lighting – sets |  |
| Animals / insects |  | Lone working |  |
| Audience / public |  | Manual handling |  |
| Cables |  | Mines, excavations, caves, tunnels etc. |  |
| Communication failure |  | Night operation |  |
| Compressed gas |  | Noise |  |
| Confined spaces |  | Special needs |  |
| Costumes / make-up |  | Physical exertion |  |
| Derelict / dangerous buildings or structures  *(FTV only)* |  | Roads |  |
| Diseases |  | Set construction |  |
| Driving |  | Slipping, tripping, falling |  |
| Electricity |  | Smoking on set |  |
| Explosives / pyrotechnics / fire & smoke effects |  | Specialist equipment |  |
| Fire / flammable materials |  | Stunts |  |
| First aid |  | Vehicles |  |
| Food hygiene |  | Violence / public disorder |  |
| Hand tools |  | Water |  |
| Hazardous substances / chemicals |  | Weapons |  |
| Heights |  | Weather |  |
| Hostile / remote environment |  | Welfare facilities |  |
| Lasers / strobe effects |  | Working patterns |  |
| Lifting appliances / machinery |  |  |  |
| Other  *(please state)* | | | |

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| **Hazard:** | Access |
| **What could cause harm:** | One entrance onto the set |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew members or equipment |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Allow clear access in and out of the entrance for fire hazards  Keep windows clear for a second possible exit |

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| **Hazard:** | Cables |
| **What could cause harm:** | Loose cables across the room |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew members |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Keep all cables tightly wrapped up and cover any cables on the floor with cable protectors |

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| **Hazard:** | Electricity |
| **What could cause harm:** | Electrical components being affected by any water points within the room |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew members or equipment |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Keep all cables away for all water components and take all precautions possible to prevent water leakage |

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| **Hazard:** | Lighting – work lights |
| **What could cause harm:** | Heat from the work lights due to a smaller working environment |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew members |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | Allow clear paths around working lights to prevent heat on crew members as well using heat protective gloves at all times |

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| **Hazard:** | Slipping, tripping, falling |
| **What could cause harm:** | Equipment or empty bags being left on the floor |
| **Likelihood of this happening:** | **Low**  **Medium**  **High** |
| **Who or what could be harmed:** | Crew members |
| **How much harm:** | **Low**   **Medium**    **High** |
| **How will the risk be managed:** | **Risk Management** |
| **Actions to be taken:** | All empty equipment bags to be moved away from walking access and equipment to be neatly kept together to prevent taking up space |