**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 |[x]  Lighting – work lights |[x]
| Alcohol / drugs |[ ]  Lighting – sets |[ ]
| Animals / insects |[ ]  Lone working |[ ]
| Audience / public |[ ]  Manual handling |[ ]
| Cables |[x]  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 |[x]
| Electricity  |[x]  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**  [x]  |
| **Who or what could be harmed:** | Crew members or equipment  |
| **How much harm:** | **Low**  [ ]  **Medium**  [ ]   **High** [x]  |
| **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** [x]  **High**  [ ]  |
| **Who or what could be harmed:** | Crew members |
| **How much harm:** | **Low**  [x]  **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** [x]  **Medium** [ ]  **High**  [ ]  |
| **Who or what could be harmed:** | Crew members or equipment  |
| **How much harm:** | **Low**  [ ]  **Medium**  [x]   **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** [x]  **High**  [ ]  |
| **Who or what could be harmed:** | Crew members |
| **How much harm:** | **Low**  [x]  **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** [x]  **Medium** [ ]  **High**  [ ]  |
| **Who or what could be harmed:** | Crew members |
| **How much harm:** | **Low**  [x]  **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 |