**Malton Monthly Markets 2023**

**RISK ASSESSMENT FORM**

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| **NAME OF ORGANISATION** | **The Yorkshire Pasta Company** |
| **NAME OF RESPONSIBLE PERSON** | **Kathryn Bumby** |
| **SIGNATURE OF RESPONSIBLE PERSON** |  |

**NATURE OF PLOT:** To sell Dried Pasta Products Directly to the Public for preparation and consumption off site.

**OPERATIONAL ACTIVITY:** Retail Sales

**HAZARDS ASSOCIATED WITH YOUR ACTIVITY:**

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| **HAZARDS** | **GROUPS OF PEOPLE WHO**  **ARE AT RISK FROM THE**  **SIGNIFICANT HAZARDS** | **EXISTING CONTROLS,**  **LOCATION OF INFORMATION AND ACTION REQUIRED ON SITE** |
| Fire | Staff & Visitors | We will make ourselves familiar with all controls as laid out by the organisers on our arrival. |
| Working at height | Staff | There is no working at height required. |
| Use of Sharps | Staff | Staff trained in the safe use of scissors and equipment with sharp edges. There is no glass on our stand. |
| Hot Liquids | Staff and Visitors | Hot liquids such as tea and coffee will be kept behind our serving area, is a safe place and with lids on. |
| Electrical Equipment | Staff | We will ensure that any electrical items are in good working manner. |
| Gazebo/trailer instability | Staff & Visitors | We will check all fastenings and weights and alert the event staff if any risks are seen. |
| Cash handling | Staff | We will encourage the use of Card and will store cash out of site, safely storing cash and removing any funds at the end of each trading day. |
| Manual Handling | Staff | We will use a trolley to carry large or heavy items if there is a distance to move them |
| Slips, trips, falls | Staff & Visitors | We will be vigilant and carry out general good housekeeping on our stand. We do not allow trailing leads or cables. Staff keep work areas clear, e.g. boxes stored at rear of stand area or under trestle table, wipe all spills up. |
| Welfare of staff | Staff | We will ensure that we take breaks and keep hydrated and well fuelled. |
| Dropping objects on feet | Staff | Staff will wear sensible footware and be aware when moving boxes implementing correct manual handling procedures. |

We discuss our assessment with our stand staff to ensure we have covered all possible hazards pertinent to our business trade stand We review our risk assessment regularly, and after an accident whilst setting up, working on or breaking down our stand We keep a copy in a presentation folder on our stand along with all other documentation in case of accidents which will speed up the review process from any complainant

**SIGNATURE OF RESPONSIBLE PERSON: ………………………………………………………………………………**

**DATE: 14.07.2023**