

Risk assessment for an event traders stand

once and we will store it for you, you can change it whenever you like too. If you have different stands for different events, store them all in your profile and when you come to the Risk Assessment request area, all of them will be listed for you to select from! Easy peasy.

Use our template to demonstrate you appreciate the health and safety risks on and around your stand. Help your organiser. We have started off the risk assessment for you by including sample entries for common hazards to illustrate what is expected.

Look at how other row headers might apply to your event/trade stand, continue completing the form by identifying the hazards that are the real priorities in your case, and complete the table to suit your situation. You might have two, one for soft and another for hard surfaces.

We strongly suggest you complete as many boxes as are applicable to your trading stand as you can.

EVENT OWL
HEALTH AND SAFETY TEAM
2022

Company name:

Organisation name: Fredricks
Date: 19/03/2023

Assessment carried out by: Josh Burkin

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Slips and trips	Staff and visitors may be injured if they trip over objects or slip on spillages	We carry out general good housekeeping on our stand. We do not allow trailing leads or cables. Staff keep work areas clear, e.g. no boxes left in stand area, carpets laid correctly, wipe all spills up.	Continue to be vigilant to possible hazards	All staff, supervisor to monitor	ongoing	
Knives, glass, paper and other sharp objects	Staff may be injured whilst working. Visitors may be injured if sharp objects are left unattended.	Staff trained in the safe use of knives and equipment with sharp edges, also how to clear sharp objects such as broken glass safely.	Knives have blade protectors, sharp edges are minimised. Dust pan and brush with suitable receptacle available. Staff have been warned about paper cuts. First aid kit on stand.	All staff, supervisor to monitor	ongoing	
Hot liquids	NA					
Manual handling	Staff may be injured when moving stock at setup or close.	manual handling training given to staff to ensure appropriate technique to minimise risk. Boxes packed safely and staff to only carry what they are capable/comfortable doing.	continue to monitor. If staff clearly unable to lift a certain type of boxes then reduce load.	All staff, supervisor to monitor	ongoing	
Food storage	NA			All staff, supervisor to monitor	ongoing	
Gazebo/trailer instability	Using event provider gazebo. Any instability to be monitored and if concerned raise to event organisers.	NA	Monitor gazebo stability.	All staff, supervisor to monitor	ongoing	
Moving machinery	NA			All staff, supervisor to monitor	ongoing	
Display equipment	NA			All staff, supervisor to monitor	ongoing	

Company name:

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Electrical hazards	NA			All staff, supervisor to monitor	ongoing	
Gas equipment hazards	NA			All staff, supervisor to monitor	ongoing	
Cash handling	NA			All staff, supervisor to monitor	ongoing	
Gantry equipment	NA			All staff, supervisor to monitor	ongoing	
Stand waste	waste generated by packaging/taste testing could be discarded unsuitably	all stall waste taken away by Fredricks	No	All staff, supervisor to monitor	ongoing	
Hand washing (Street Foods in particular)	NA			All staff, supervisor to monitor	ongoing	
Cleaning chemicals	Na			All staff, supervisor to monitor	ongoing	
Working at height	NA			All staff, supervisor to monitor	ongoing	
Fire risks on your stand	NA			All staff, supervisor to monitor	ongoing	
Temperature exposure to staff	NA			All staff, supervisor to monitor	ongoing	
Injury exposure of staff	NA			All staff, supervisor to monitor	ongoing	

Company name:

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by when?	Done
Welfare of staff	Staff may be unwell and need time away from the stall/rest breaks at times through the day.	All staff to have designated breaks. If any member of staff requires further support this will be given.	NA	All staff, supervisor to monitor	ongoing	
Working near vehicles	Risk of conflict between vehicles and staff, and risk of exposure to fumes.	Staff to be vigilant of vehicle movements. At setup and pack up Fredricks vehicle to be turned off.	NA	All staff, supervisor to monitor	ongoing	
Dropping objects on feet	NA			All staff, supervisor to monitor	ongoing	
Theft	Risks of stock being taken.	Staff to be vigilant and aware of customers at the stall.	NA	All staff, supervisor to monitor	ongoing	
Abusive customers	Risk of staff being abused by customers.	Staff to be aware of risk and raise with stall manager/event organisers. Staff asked not to engage if customers become abusive. If abuse persists police to be notified.	NA	All staff, supervisor to monitor	ongoing	
Other risks	NA	NA	NA	All staff, supervisor to monitor	ongoing	

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

Company name:

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: JOSH BUEKIN

Date: 19/3/23