

Industrial Disease Claims (UK) Limited – External Marketing and Promotional Activity - Risk Assessment form

Risk assessments are reviewed every 6 months, as well as after any accidents, potentially hazardous occurrence or when significant changes in personnel or work practices occur.

Location

Saturday, 11th October 2025, Malton Monthly Food Market, Malton's town centre postcode is: YO17 7LX.

Activity

Presentation display for awareness of hearing and tinnitus disability arising from exposure to hazardous noise at work.

Issue

The presentation display along with Industrial Disease Claims (UK) Limited (hereinafter referred to as IDC) staff and marketing agents will be stationed in a public place. The staff will be engaging with members of the public, providing information and further details as required or requested.

Number	Hazard	Possible effects/harm	Risk rating H, M, L	Detail existing controls	Detail further action required to reduce risk	Revised risk rating H, M, L H = High M = Moderate L = Low
1	Assembly of presentation stall and associated materials.	Physical harm from assembly of plastic and metal materials.	M	Staff are trained and aware of the need to ensure the area for a presentation / display stall to be assembled is clear from members of the public and remains clear whilst the equipment is being assembled.	Staff to ensure display and presentation equipment is packed in such a way before departing for the venue, that ensures the on-site assembly is done quickly and with minimal disruption.	L
2	Marketing and awareness materials.	Physical harm resulting from any item within the marketing and information materials.	L	Staff to ensure no staples are used in material to be handed out.	Staff on-site to only provide material to adults or children accompanied by adults.	L

3	Roll-up display banners	Physical harm resulting from falling or collapse of a roll-up banner.	M	Quality of banner must be ensured from verified suppliers.	On-site staff ensure the banners are assembled and then placed in a position least likely to result in a fall or movement of the banners.	L	
4	Moving vehicles	Physical harm from staff vehicle(s) whilst unloading and loading materials.	M	Approved materials used to allow easy movement from vehicle to assembly point.	Staff to adhere to designated pedestrian areas and ensure vehicles are parked safely in designated or allowed spaces prior to any unloading and loading.	L	
5	General health risks for staff and any member of the public	Staff causing health issues for the public or staff suffering health issues due to a member of the public.	M	Staff to undergo daily health assessments to ensure staff attending on-site displays and marketing activities are in good health.	Body temperature or other checks of staff to reduce chance of a staff member carrying a virus etc and endangering the public. Vulnerable staff members or those at higher risk to be encouraged to wear face masks to minimise the risk of becoming infected with any air borne viruses.	L	
6	Fire Alarm / Drill awareness	Injury / accidents	M	Staff are aware of evacuation requirements from a site in the case of a fire or other sudden hazardous risk occurring.	Remind staff to check procedures on each visit to a site with the site management officer(s).	L	
7	Any other potential risk	Possible acts of crime or other associated risks	M	Staff are aware of being vigilant and referring to the law enforcement officers etc if any incident should occur.	Ensure staff are aware of and able to contact security personnel designated at each site.	L	

Declaration

Managers must monitor and review the application of the specified controls.

Prepared by

Zhana Androsova

Date

29th September 2025

Signature (SO or above)

Haris Zahid

Date

29th September 2025

I certify that all controls are in place which reduce risk to as low as is reasonably practicable, all staff have been informed and safe systems of work have been applied.

Risk rating

This is **your** evaluation of the potential impact and likelihood of harm occurring.

Risk rating	Action required
High For example, <ul style="list-style-type: none">fatality possible to one or more individuals however infrequentmajor injury to few individuals occurring frequentlylikelihood of long term muscular-skeletal problems affecting significant numbers of staff.	Immediate action required.

Medium

For example,

- major injury to one/few individuals occurring infrequently
- likelihood of long term muscular-skeletal problems affecting some staff.

Requires attention as soon as possible.

Low

For example, minor injury occurring infrequently to few staff.

Not a priority, may need attention if not as low as reasonably practicable.