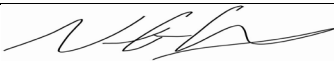
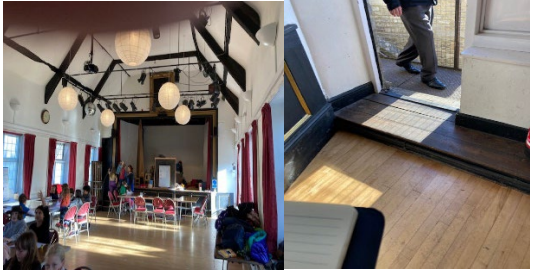


**Risk Assessment**

Use and Movement of Furniture

Business Name:		Risk Assessor:		Image:
Minchinhampton Market House		Name	Neil James	
		Job Title	Consultant – Envesca Ltd	
		Date	11 <sup>th</sup> October 2022	
		Signed		
				

<b>Location of Hazard / Area / Process / Equipment:</b>	Main Hall
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Activities:	How Harm Could Occur:	People Who Could be Harmed:	
Furniture Use  Moving /handling of furniture.	<ul style="list-style-type: none"> <li>• Potential for manual handling injury.</li> <li>• Bruises, Fractures and Broken Bones</li> <li>• Slips, Trips and Falls</li> </ul>	Employees	<input checked="" type="checkbox"/>
		Public / Customers	<input checked="" type="checkbox"/>
		Contractors	<input checked="" type="checkbox"/>

Current Risk Rating (before controls are in place)			
Low	<input type="checkbox"/>	Medium	<input type="checkbox"/>
		High	<input checked="" type="checkbox"/>

Control Measures Required
<ul style="list-style-type: none"> <li>• Consideration given to reducing manual handling of tables and chairs by ensuring trolleys/process is mechanised as much as possible. If required, lift and assess load before moving.</li> <li>• Consideration/instruction given to hall users about setting up tables/chairs clear of exit routes and fire escapes.</li> <li>• Ensure regular checks are carried out to ensure that furniture is safe and secure</li> <li>• Remove and replace any unsafe furniture</li> <li>• Ensure that furniture does not block the fire exits and ensure that there is sufficient space left between furniture to allow for a corridor walk through</li> <li>• Do not position furniture too close to hot surfaces such as radiators</li> <li>• Always follow manual handling guidelines when moving furniture</li> <li>•</li> </ul>

Residual risk factor after measures taken			
Low	<input type="checkbox"/>	Medium	<input checked="" type="checkbox"/>
		High	<input type="checkbox"/>

Risk Assessment Owned / Managed by:	
Name	
Job Title	
Date	
Review date	