CAPTURE-ME
PHOTOBOOTHS & MAGIC MIRROR HIRE

Product	**Selfie\Video Pod Risk Assessment**				
Hazzard	**Who is at risk?**	**What is the risk?**	**Evaluation And Control Measures**	**Risk Rating Assessment**	**Adequate Control Measures In Place?**
Loading, handling and transportation of equipment	Operator Spectator	Injury to operator	All equipment must be handled in correct manner. Manual handling should be reduced to a minimum by using available trolleys / trucks. Ramps / lifts to be used where required and available. Loads must be properly secured. Where required multiple persons must handle equipment. Individual persons should not undertake anything that puts themselves or anyone else at risk.	Low	Yes
Installation of equipment on site	Operator Spectator Participants	Injury to operator. Injury to spectator. Injury to participants, Damage to venue	The operator must have unhindered clear access to the setup area. The set up area must be level and free from any rubbish, sharp objects, debris etc. The equipment is inspected before during installation to ensure it is free from any damage. The equipment should be set up away from any sources or areas of water	Low	Yes
Ground Type	Operator Spectator Participants	Injury to participant	The equipment must be installed and operated hard standing	Low	Yes
Electricity & cabling	Operator Spectator Participants	Injury to Operator Spectator Participants	Item requires access to 13 amp plug socket. Power source should be no further than 25m away from equipment All cabling to be covered where required and routed away from walkways etc. All electrical components are inspected for wear and that they are covered by the 6 month PAT test.	Low	Yes
Operation of equipment on site	Operator Spectator Participants	Injury to operator. Injury to spectator. Injury to participants.	Users will be instructed to queue in front of the equipment in view of the operator who will control the queue	Low	Yes
User safety	Operator Spectator Participants	Injury to operator. Injury to spectator. Injury to participants.	Should any participant appear to be under the influence of alcohol / drugs to the extent where they are posing a risk to the operator / participants the operator will close the equipment and seek assistance from the event manager. Children should be supervised by an adult at all times. A maximum of 5 people are allowed in the photo booth at any one time	Low	Yes
Allergens	Operator Participants	N/A	N/A	N/A	N/A
Noise	Operator Spectator Participants	N/A	N/A	N/A	N/A
Heat	Operator Spectator Participants	N/A	N/A	N/A	N/A

Weather	Operator Spectator Participants	Slip Trip	The equipment is suitable for internal use only	Low	Yes

The above is based on guidelines and advice from the manufacturer and Capture-Me operating the equipment within current HSE requirements and should be read in conjunction with Capture-Me method statement 2019. The current Public Liability Insurance covers each item, for an amount of £10 million subject to our Terms and Conditions. If there are any questions relating to the use of the equipment, please contact Capture-Me.