CAPTURE-ME
PHOTOBOOTHS & MAGIC MIRROR HIRE

Product	**Backdrop & Stand 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 operator must be notified of any underground services, cables, weight limits or any external factors that may hinder installation of equipment. The equipment is secured with 30cm long 20mm diameter metal pegs if installed on grass or sand bags if set up on hard standing. The equipment should not be installed near any low level lighting, fixtures / fittings or displays / ornaments etc that pose a risk of falling. The equipment is inspected before during installation to ensure it is free from any damage.	Low	Yes
Ground Type	Operator Spectator Participants	Slip Trip	The equipment is able to be installed on grass and hardstanding. The equipment is suitable for indoor and outdoor use.	Low	Yes
Electricity & cabling	N/A	N/A	Item does not require power for operation.	N/A	N/A
Operation of equipment on site	Operator Spectator Participants	Injury to spectator. Injury to participants.	Once installed the backdrop and stand are freestanding.	Low	Yes
User safety	Operator Spectator Participants	Injury to spectator. Injury to participants.	Participants should stand in front of the backdrop and not touch or interfere with it in anyway.	Low	Yes
Allergens	N/A	N/A	N/A	N/A	N/A
Noise	N/A	N/A	N/A	N/A	N/A
Heat	Operator Spectator Participants	Fire	The equipment must not be set up in an area that has any naked flames or direct sources of high heat.	Low	Yes
Weather	Operator Spectator Participants	Fall Impact	The equipment is not suitable for use in heavy rain / high wind. Weather conditions are to be monitored by the operator or hirer to ensure the site and equipment remains safe.	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.