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| A picture containing calendar  Description automatically generated | **RISK ASSESSMENT** **FILMING ON MAYNOOTH CAMPUS** | C:\Users\rogallagher\Desktop\Word report covers\K7384 Maynooth University Logo_CMYK_AW.png |

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| --- | --- | --- | --- | --- |
| Company Name  | Names of person who will be on campus for the filming / role  | First aiders / other contact Name & Number to contact in an emergency | Number of cars / vans etc  | Name of person completing RA and Date  |
|  |  |  |  |  |
| Confirm if insurance submitted  | If filming on the South campus confirm if approval received  | Description of the event / filming with Locations and dates   |
|  |  |  |

**Identify** the hazards listed below that would be associated with your Filming / event. Ensure that you comply with controls identified.

Add additional Hazards to this assessment if they have been identified and identify controls to reduce the risk.

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| --- | --- | --- | --- | --- |
| **Hazards**  | **Who could be harmed**  | **Controls**  | **Rating (after controls are implemented)** | **If applicable**  |
| Slip trips / falls. From uneven ground or obstructions & debris Trailing cables Slippery grounds  | Staff / participating in filming or activity  | * Ensure good lighting.
* Ensure safe access and egress from work area.
* Ensure no trip hazards.
* If possible, use portable battery-operated equipment, if equipment needs to be plugged in, ensure that is close to sockets to prevent trailing cables, if using tripods ensure the legs are not causing trip hazard.
* Only travel if it is safe to do so.
* Wear appropriate footwear
 |  |  |
| Electrical – injury / Death | Staff  | * Use portable battery-operated equipment if possible.
* If equipment needs to be plugged in, do not over load sockets .
* Inspect cables of equipment to ensure in good condition.
* If any electrical issues report to your MU Contact
 |  |  |
| Manual handling  | Staff  | * Provide trolleys or other mechanical aids to transport / move equipment to / from locations.
* Manual handling training for those that require it
* Request assistance if required
 |  |  |
| Adverse weather Wind/ lightning /sun / heat/cold, snow flooding Risks specific to your event | Persons attending  | * Monitor weather to decide if event / filming can go ahead safely.
* Advise to wear suitable clothing for the conditions e.g., suitable footwear.
* Adverse weather heed national weather warnings.
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| Vehicles / driving / parking  | Staff / all on campus  | * Driving licences
* Vehicles in good condition / insured and taxed and NCT if required.
* Park in designated parking areas – pay parking or permit.
* Comply with the campus road rules
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| Interaction with pedestrians and or vehicles | Staff / all on campus / filming crew | * Set up filming location to ensure minimised interaction with non-filming vehicles and pedestrians
* If required spotter / signage / barrier to be used to redirect pedestrians and/or vehicles
* If filming at height ensure area under work at height equipment is barriered off.
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|  |  |  |  |  |

**Likelihood X Severity**

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| --- |
| **LIKELIHOOD** |
| 5 | Almost Certain | L | M | H | H | H |
| 4 | Likely | L | M | M | H | H |
| 3 | Possible | L | M | M | M | H |
| 2 | Unlikely | L | L | M | M | M |
| 1 | Rare/Remote | L | L | L | L | L |
|  |  | Negligible | Minor | Moderate | Major | Extreme |
|  |  | 1 | 2 | 3 | 4 | 5 |
|  |  | **SEVERITY** |

**PLEASE ENSURE**

That this Risk assessments or other risk assessments with insurance (unless submitted prior) is received by the Safety office and Campus services at least 1 week prior to filming.