



SCHOOL OF COMPUTING AND INFORMATICS
CREATIVE COMPUTING

RISK ASSESSMENT FORM – PART A

The Risk Assessment Form is to be filled in for each location.

Film Title	
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Production Company			
Producer		Producer's Mobile No.	

Location Address and Contact <i>(if any)</i>		Scene No.(s) <i>Which scene according to your storyboard are you planning to film at the mentioned location</i>	
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Location Description <i>Outline the condition of the location site</i>			
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Activity Description <i>Briefly describe what you will be doing at the mentioned location</i>			
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Filming Date(s) <i>When will the production take place at the mentioned location</i>		Duration <i>How long will the production be at the mentioned location</i>	
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Assessor's Name <i>The person who assessed the risks involved in the project</i>		Assessor's Signature	
		Date Assessed	
First Assessment	YES / NO	Version No. <i>Updated assessment (If any)</i>	
Authorizer's Name <i>The main person in-charge who approves the risks involved in the project</i>		Authorizer's Signature	
		Date Authorized	

Hazard List <i>Select the hazards from the list below and use these to complete Part B (add others where appropriate)</i>					
Situational Hazards	Tick	Physical Hazards	Tick	Environmental Hazards	Tick
Assault by person		Contact with hot liquid or surface		Litter	
Attacked by animal		Electric shock		Nuisance noise	
Cold environment		Explosive blast		Physical damage	
Crush by load		Fire			
Drowning		Lighting strike			
Hot environment		Stroboscopic light			
Intimidation				Others	Tick
Lifting equipment					
Manual handling		Health Hazards	Tick		
Object falling, moving or flying		Lack of food or water			
Obstruction		Lack of oxygen			
Sharp object or material		Physical fatigue			
Slippery surface		Repetitive action			
Trap in moving machinery		Static body posture			
Trip hazard		Stress			
Vehicle impact or collision					
Working at height					

RISK ASSESSMENT FORM – PART B

The Risk Assessment Form is to be filled in for each location.

Severity of Harm	Likelihood of Harm				
	Remote <i>e.g. <1 in 1000 chance</i>	Unlikely <i>e.g. 1 in 200 chance</i>	Possible <i>e.g. 1 in 50 chance</i>	Likely <i>e.g. 1 in 10 chance</i>	Probable <i>e.g. >1 in 3 chance</i>
Negligible <i>e.g. small bruise</i>	Very low	Very low	Very low	Low	Low
Slight <i>e.g. small cut, deep bruise</i>	Very low	Very low	Low	Low	Medium
Moderate <i>e.g. deep cut, torn muscle</i>	Very low	Low	Medium	Medium	High
Severe <i>e.g. fracture, loss of consciousness</i>	Low	Medium	High	High	Extremely high
Very Severe <i>e.g. death, permanent disability</i>	Low	Medium	High	Extremely high	Extremely high

Hazards ¹ <i>List what could cause harm from this activity Example: Trip hazard, work at height, etc.</i>	People at Risk <i>List who might be harmed from this activity Example: Public, crew, volunteers, etc.</i>	Risk Level ² <i>For each hazard, decide level of risk without applying the control measures</i>	Control Measures <i>For each hazard, list the measures needed in order to minimize the identified risk Example: Provision of first aid, use of personal protective equipment, etc.</i>	Controlled Risk ² <i>Decide the level of risk once all your controls are in place</i>

* Continue on separate sheet if necessary

1 - From Hazard List in Part A

2 - From Risk Matrix in Part B