

RISK ASSESSMENT TEMPLATE FOR Alcohol sampling and selling

Name:		Contact Number:	
Event:		Job Title:	
Description:	Sampling of alcoholic beverages on stand at exhibition		
Event Date		Person writing assessment:	
Assessment Date:		Person checking /monitoring:	

Hazard	Risk	Control Measures	Residual Risk (low, medium, high)	Additional Control Measures
Slips and trips	Staff and visitors injured from slip or fall	Good housekeeping, trailing cables taped down out of visitors path and spillages cleaned up straight away	Medium	venue made aware if any issues that can't be resolved
Electrical	electrocution, fire and trip hazards, burns	Equipment PAT tested, no trailing leads, no hot lights - all electrical equipment kept away from liquids and potential wet areas	low	electrical equipment visually checked by staff prior to set up
Manual Handling	Strains, injury from dropping boxes	Heavy items to be labelled, lifting done in pairs or more when necessary - trollies used to avoid carrying	low	staff trained in manual handling

Broken Glass				
Intoxication				
Under age drinking				
Sample sizes	Too large a measure being given out			
Cross contamination	Hygiene - plastic cups being used twice			
Waste Disposal	Hygiene	Waste removed each evening - stand wiped down throughout day		