

<p>Electricity</p>	<p>Users risk electric shocks or burns from faulty equipment or installation.</p>	<p>Fixed installation correctly installed by qualified electrician and inspected in accordance with recommendation.</p> <p>All repairs by qualified electrician.</p> <p>Portable equipment (PAT testing) inspected annually.</p> <p>Hall users advised that they are responsible for any electrical equipment used and must comply with regulations.</p> <p>Users know that they must stack tables and chairs carefully so that they do not collapse.</p> <p>In the chair storage cupboard chairs are to be stacked as per the instructions.</p>	<p>2</p>	<p>4</p>	<p>3</p>	<p>Medium</p>	<p>where the fuse box is and know how to switch off in an emergency.</p>
<p>Stored equipment</p>	<p>Users could be injured by collapsing stacks.</p>	<p>Users know that they must stack tables and chairs carefully so that they do not collapse.</p>	<p>2</p>	<p>4</p>	<p>8</p>	<p>Medium</p>	<p>No further action required.</p>
<p>Manual handling</p>	<p>Users may suffer back pain if they try to lift objects that are too heavy or awkward.</p>	<p>The chair stacker trolley is to be used when moving chairs stacked for storage.</p> <p>Awkward or items heavier than 25 kgs are to be a two man lift</p> <p>The chair stacker trolley is to be used when moving chairs to and from the storage area</p>	<p>2</p>	<p>4</p>	<p>8</p>	<p>Medium</p>	<p>No further action required.</p>
<p>Asbestos</p>	<p>Asbestos only poses a risk if fibres are released into air and inhaled. Maintenance workers are most at risk.</p>	<p>New building completed 2014.</p> <p>No asbestos containing materials in the building.</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>N/A</p>	<p>No further action required.</p>
<p>Fire</p>	<p>If trapped, users could suffer fatal injuries from smoke inhalation or burns</p>	<p>See separate Fire risk assessment</p>	<p>2</p>	<p>4</p>	<p>8</p>	<p>Medium</p>	<p>No further action required.</p>