

Health and Safety Risk Assessment form – Cabinet Art

Date of Work:	Company Name:	
Artist Name:	Artist Signature:	
Location of work (Site address).	Artist: Please return this completed form to your Chorus Contact Person.	Chorus Contact person to send completed form to the safety team at; safe@chorus.co.nz
Brief description of work being undertaken at this site:		
NOTE: This form can be used for multiple jobs on the same day, or for work that may last a number of days, <u>providing that a fresh check of risks and the stated control measures is completed each day.</u>		

Risk Assessment & Control Measures: Visually inspect the site and record all risks and methods to manage that risk, (that is or could be associated with the work that you are about to perform). Should conditions or the tasks you perform change, add that to this list. On-going monitoring of any risk control measure is required to ensure that they remain effective for the duration of the work. Some common risk & control measures are recorded below. You can add any site specific risk & control to the list below.

Potential Risks or Hazards Identified	Description of Control Measures in Place
Pedestrian Traffic	Ensure that a clear unobstructed walkway past the cabinet is maintained so that pedestrians don't have to leave the path. Consider enough room for prams and wheelchairs.
Tripping hazards	Adopt good housekeeping procedures by ensuring that paint tins or other equipment is out of the way
Road Traffic	Be aware of passing traffic on busy roads and ensure that your vehicle is parked legally and does not interfere with other road users near intersections etc...
Cabinet close to road, and the job may put artist in path of traffic	Traffic Management Plan needed. Communicate with your Chorus Contact person to have the safety team help set up a traffic management plan.

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What is this Form About?

Chorus prides itself on maintaining a safe and healthy workplace for all of its people and this includes service partners who perform or provide us with any other work. We have both a legal and moral obligation to ensure that everyone is kept safe in or near their workplace. A workplace could be defined as being a vehicle, building, public place, street, road or berm; or a Chorus asset (e.g. poles, cabinets, or exchanges). It could also be a third party workplace or a third party asset (e.g. electricity network assets). To avoid doubt, it includes work carried out on (or close to) Chorus assets or third party assets (e.g. electricity assets).

How this impacts on you.

If you work for any business, are self-employed or even operate as a sole trader, then you will find that you also have the same duty of care responsibility as us. This responsibility is to keep yourself and anyone in the immediate vicinity of the work you are doing, safe and free from harm.

How you can help us maintain our safe system of work?

We are legally required to be able to have evidence that demonstrates that your safety and the safety of others has been considered before any work commences on any Chorus asset. Please complete the reverse side of this form. Completed forms need to be sent back to your Chorus contact person for each and every job you perform for us. We have even started the form for you.

Just so we are clear;

If you complete this basic risk assessment and find that you cannot proceed safely, then **DO NOT** commence any work. Please stop and immediately get in touch with your Chorus Contact person. That person is;

Jo Seddon

Chorus Stakeholder Communications Manager

T +64 4 896 4080

M +64 27 655 5135

E Jo.Seddon@chorus.co.nz

Address: Level 11, State Insurance Tower, 1 Willis Street. Wellington

www.chorus.co.nz