

Sutton and Cheam radio society

Health and Safety risk assessment – Field based amateur radio station.

Hazard	Who might be harmed?	How is the risk controlled?
Trip hazard on the tent guy ropes and antenna guy ropes. Falling metal work and antennas and masts during their erection and dismantling.	Station operators and members of the public. Station operators and members of the public.	An exclusion zone will be marked out around the tent and antennas with warning tape. The area in which the antennas are being erected will be marshalled to keep members of the public away from the site. A number of station operators will be involved in erecting the antennas. They will check to ensure that all securing bolts are tight. At least one will hold the mast whilst the others strings out and fixes the guy ropes.
Falling antennas and masts during the operation of the station.	Station operators and members of the public.	All antenna masts will be securely guyed using rope and fixtures whose specification exceeds the loading caused by winds of up to Beaufort Force 5. All guy ropes will be checked immediately prior to installation and any found to have suffered chaffing will be replaced. In winds that exceed Beaufort Force 5, the masts will be dismantled and the station shut down. A flag will be placed on top of the highest mast so that wind speed can be gauged – a method of measuring wind speed is recognized by the Metrological Office.(At Beaufort number 5, the flag flaps and ripples in the wind.) An exclusion zone will be marked out around the tent and antennas in to which the antennas and masts can fall without fear of striking members of the public.
Electrical shock hazard from equipment when operating from a 230v AC power supply.	Station operators and members of the public.	When using a generator, it will be earthed at the generator and the earth connection on the electrical supply will be checked to ensure that it is wired correctly. The generator will be placed within the antenna exclusion zone to keep it away from members of the public. Any generator will be protected from becoming wet during a rain storm.
Carbon Monoxide poisoning. Fire – General.	Station operators and members of the public. Station operators and members of the public.	Any generator shall only be operated in well ventilated conditions. Any fuel shall be kept at least 10m away from the generator when in use. Any generator shall not be refuelled when in use, and should be left for at least 20 minutes to allow it to cool down before refuelling. Naked flames shall not be permitted with 20m of any fuel source. A suitable fire extinguisher shall be located nearby.
Electrical shock hazard from touching the antennas. Trip hazard from trailing cables.	Station operators and members of the public. Station operators and members of the public.	An exclusion zone will be marked out around the antennas with warning tape. Where possible, all cables within the station operating area will be routed so as to ensure that nobody can trip over them. Where cables have to cross a floor area of the operating area, they will either be clearly marked. Antenna cables within the antenna exclusion zone will not be covered as the exclusion zone is designed to keep people out of the area.
Fire in the tent	Station operators and members of the public.	Two exits are maintained within the tent to ensure everyone can get out as quickly as possible. A suitable fire extinguisher shall be located nearby.
Burns from cooking equipment.	Station operators and members of the public.	Any kitchen area is constantly manned when in use to prevent people from walking in to a hot stove, kettles and pans. Once used, hot pans and kettles are placed under the stove where they cannot be knocked over, or touched by accident. Any stove will not be kept burning whilst not in use.