

Risk Assessment Guidance

Title Lighting Boxes

This risk assessment has been produced for the construction and use of lighting boxes within the site, these are assembled by the electrical department at ground level prior to being raised into the desired position.

These are used to support lighting but not people and alteration to the lighting or grid cloth would require the lighting box to be lowered.

Job Sequence	Hazard Identification	Controls
Construction / Assembly	<p>Structure</p> <p>Support</p>	<p>The main structure of the lighting box will be constructed from alloy scaffold tube, ladder beams and fittings by a competent electrical rigger.</p> <p>The frame will be constructed to the desired size and sufficient strength for the load of the light fittings and associated wiring to be supported.</p> <p>There will be wire lines secured to each corner run to the centre point from which the frame will be supported when raised into position. On smaller lighting boxes these will be hung directly from the tackle blocks on the stages.</p> <p>Please refer to 'lifting tackles' risk assessment!</p> <p>Where the lighting box is hung from wire lines from each corner a rope will be secured which once the frame is raised can be used to position and secure the lighting box. Prior to lifting all fittings will be checked prior to the lighting box being raised.</p> <p>The lighting box will have the top covered with grid cloth and the sides with black drapes. They will be treated with a fire-retardant treatment to protect them from the heat of any light fittings installed within the box.</p>
Electrical Safety	<p>Electrical safety of equipment</p> <p>Cable and wiring</p> <p>Electrical supply</p>	<p>All electrical equipment including cabling is to be tested before delivery to the location.</p> <p>Light fittings will be rigged by competent electricians using barrel clamps with a secondary safety chain.</p> <p>The wiring will be secured along the ladder beams to a single point which depending on the use of the lighting box will drop to the floor or run up into the rods. All cabling is visually inspected prior to the lighting box being raised.</p> <p>The lighting boxes will be either supplied from the fixed electrical installation under the control of the landlord on location, or, via generators. All circuits and protection are designed to be suitable for the supply used and the environment.</p> <p>Cable routes will try to avoid walkways, fire routes and emergency exits. Where cables need to cross walkways they will be covered.</p>
Raised Loads	Working below	The lighting boxes are designed for use above people nobody will be permitted access below whilst these are being raised or lowered but once secured at height they are safe for other personnel to be below.
Occupational Health	Musculoskeletal	Mechanical aids should be used for the lifting and moving of heavy items where possible, where this is not

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		possible lifts should be planned and carried out with help. Please refer to manual handling risk assessment!
Fire	Flammable materials	Where lamps are used which create a lot of heat suitable materials should be used, this includes the use of materials which have been fire treated.
Personal Safety	Personal Protective Equipment	When rigging with tube and light fittings suitable footwear should be worn, when using the tackle blocks you may wish to use rigger gloves.
Accidents	Reporting First aid	All accidents must be reported to the supervisor, if medical treatment is required the appointed medical personnel be contacted and an accident report issued to the appointed Health and Safety personnel. Make sure you are aware of the first aid provisions in place. All accidents & near misses must be reported to your Supervisor

All persons working with this equipment or within close vicinity must sign and show that they have read and understood the risk assessment guidance and that they will follow the above control measures set out whilst working.

Additional Guidance	COSHH Assessment	Method Statement	Other (Specify)
Lifting Tackles Manual Handling General Rigging		N/A	Only trained persons are allowed to operate this equipment. Working at height permit
Name			
Signed			Date