**Completing a Risk Assessment for Activity/Filming at a State Care Monument**

**Factors to Consider**

**(this list is not exhaustive and is a general guide only)**

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| **Factors to consider** |
| **1.**  | **Risk to the Historic Fabric**  |
|  | 1.1 | How will any potential damage to the protected monument be avoided? |
|  | 1.2  | No props, structures or equipment will use the historic fabric or any part of the monument as support in any way |
|  | 1.3 | No temporary structures will penetrate the ground- all such structures such as gazebos, will be weighted down NOT driven into the ground |
|  | 1.4  | Vehicles will not be driven onto site |
| **2.** | **If Activity involves use of drones** |
|  | 2.1 | Launch and landing points and the flight zone – how to make safe? |
|  | 2.2. | Civil Aviation Authority permit obtained? |
|  | 2.3  | All relevant landowner permissions sought and obtained? |
| **3.** | **Groups at Risk** |
|  | 3.1 | Applicants and their employees/contractors/guests, general public, HED staff/volunteers |
| 3.2 | Safeguarding of Children and vulnerable adults addressed |
| **4.**  | **Site Access and Parking** |
|  | 4.1 | Traffic/parking addressed (large events/filming crews or at sites with roadside parking/active graveyards) |
| **5.**  | **Locational Conditions** |
|  | 5.1  | Slips, trips and falls addressed |
|  | 5.2 | Lighting levels addressed where set up/activity/clear up to be carried out in the dark |
|  | 5.3 | Any other permits required, i.e. from PSNI, DfI? eg for road closures? |
|  | 5.4  | Low stonework? (consider head height and potential bump points) |
| **6.**  | **Use of Equipment** |
|  | 6.1 | Equipment/temporary structures and how they will transported onto site, installed, made safe and dismantled and removed again from site? |
|  | 6.2 | Cameras, including leads and cables |
|  | 6.3 | Tripods/Lighting stands (weighted only for both) |
|  | 6.4 | Power generators |
|  | 6.5 | Temporary structures (gazebos, marquees, stalls, staging, backdrops, props, etc.) |
|  | 6.6 | Live fire sources, e.g. torches, candles, barbeques, etc. |
|  | 6.7 | Replica guns, swords, weapons, implements, etc. |
| **7.** | **If Large Scale Event**  |
|  | 7.1 | Event Management Plan provided? |
|  | 7.2 | Crowd control measures addressed (large events/filming crews) |
| **8.** | **Environmental Conditions**  |
|  | 8.1 | Weather – what are the usual conditions like? i.e. exposed?, strong winds? |
|  | 8.2  | What are the contingency measures in the event of adverse weather conditions? |
|  | 8.3 | Covid -19 Government Guidelines and how will they be adhered to? |
| **9.**  | **Risk to the Natural Heritage**  |
|  | 9.1 | Is the monument located within a protected natural heritage site? (i.e Nature Reserve, ASSI, Natura Site etc) |
|  | 9.2 | Is there a danger of disturbing bat activity? |
|  | 9.3 | How will mode of transport, conduct of activity etc be managed to avoid any disturbance to the flora and fauna? |