

Outreach Risk Assessment Checklist

PAVS' policy and procedural documents have been developed to meet the specific needs of the Association and are periodically reviewed in line with any changes in the law or statutory provision. They are provided as an example for information purposes only.

Other Information Sheets in this series:

PH1—Health and Safety at Work Statement
PH2—Outreach and Lone Working Policy



Pembrokeshire Association of Voluntary Services



OUTREACH PREMISES HEALTH AND SAFETY CHECKLIST

Venue.....

Date of inspection visit.....

- Physical access
- Safety of interview room
- Client/advisor comfort & well-being
- Suitability for confidentiality
- Health & safety policy
- Disability Act requirements
- Appropriate insurance cover
- First Aid box
- Awareness of fire alarm system

Risk assessment completed.....

Date next inspection due.....

Risk assessment completed by

Name.....

Job title.....