**PMG CONFERENCE 2019 RISK ASSESSMENT**

|  |  |  |
| --- | --- | --- |
| **Event:** PMG Conference 2019 | **Event Dates:** 15/07/19 – 17/07/19 | **Venue/Location:** The International Centre, Telford |
| **Company Name:** Delichon Ltd | **Stand Number:** 21/22 | **Contracted Stand Builder:** *Anchor Exhibitions (if using provided shell scheme)* |
| **Contractor’s Details:** *Anchor Exhibitions Limited 2 Cedar Court | Grove Road | Burbage | Leicestershire LE10 2AE; +44 (0)145 5612 341 ;* *admin@anchor-exhibitions.co.uk* *(if using provided shell scheme, please also include any other relevant contractors)* |
| **Stand Manager:** P-J Davy |  | **Email: office@delichon.uk** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Hazard** | **Who is Affected** | **Level of Risk** | **Precautions/Actions** | **Further Action** |
| Loading/Unloading | Exhibitors | Medium | Keep access routes clear. Use safe handling techniques. | Make staff aware. |
| Slips/trips/falls | ExhibitorsVisitors | Medium | Keep tidy. Clean any spillages. Tidy wires.  |  |
| Electricity |  ExhibitorsVisitorsVenue Staff | Low | Check all cables and make sure they are not damaged before use.  | Make staff aware |
| Demonstrating products | ExhibitorsVisitors | Low | Ensure safe lifting and handling practice.  | Check staff trained. |

**ASSESSMENT BY:** P-J Davy **SIGNATURE:** P-J Davy **DATE: 14.06.19**