**PMG CONFERENCE 2019 RISK ASSESSMENT**

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| **Event:** PMG Conference 2019 | **Event Dates:** 15/07/19 – 17/07/19 | **Venue/Location:** The International Centre, Telford |
| **Company Name:** Samantha Holding | **Stand Number:** 37 | **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*](mailto:admin@anchor-exhibitions.co.uk) *(if using provided shell scheme, please also include any other relevant contractors)* | | |
| **Stand Manager:** |  | **Email:** |

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| **Hazard** | **Who is Affected** | **Level of Risk** | **Precautions/Actions** | **Further Action** |
| Trip hazards | SOS exhibition staff  Visitors | High | Make sure that boxes are moved and that carpets are secured. Make sure that waste is thrown away promptly |  |
| Manual handling/strain | SOS exhibition staff | High | Make sure that boxes are not too heavy and are a manageable weight to lift |  |
| Tripping on electricity wiring | SOS exhibition staff  Visitors | High | Make sure they wiring is out of the way and tucked away |  |
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**ASSESSMENT BY:** Samantha Holding **SIGNATURE:** S Holding **DATE:** 07/06/2019