**PMG CONFERENCE 2019 RISK ASSESSMENT**

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| **Event:** PMG Conference 2019 | **Event Dates:** 03/11/20 – 04/11/20 | **Venue/Location:** The International Centre, Telford |
| **Company Name:** Tendercare Ltd | **Stand Number:** Stands 1, 2 & 3  | **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:** Jonathan Adams |  | **Email:** info@tendercareltd.com |

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| **Hazard** | **Who is Affected** | **Level of Risk** | **Precautions/Actions** | **Further Action** |
| Risk from demonstrations | Tendercare Staff / Visitors | Low | Both Jon and Eliot are trained professionals. Participants will not be left with the products unsupervised. |  |
| Risk to people taking part | Visitors | Low | Both Jon and Eliot are fully trained. Participants do not need to lift objects; we don’t have hazardous or dangerous items and our items do not have small parts so are not a choking hazard. |  |
| Falling of large / tall object | Tendercare Staff / Visitors | Low | Tendercare products are neither particularly large nor tall; however, all products will be displayed neatly and clearly to minimize risks. |  |
| Risk of fire | Everyone at event | Low | Tendercare materials all meet fire regulations. Tendercare stand will be displayed neatly so if there is an emergency, exits will not be obstructed. |  |
| Trip Hazards  | Tendercare Staff / Visitors | Low | Products will be obviously and neatly displayed to reduce risk of tripping. Brochure material will be neatly stored in display stands. |  |

**ASSESSMENT BY:** Jessica Adams **SIGNATURE:** J. Adams **DATE:** 28.4.20