

# PMG

17<sup>TH</sup>-19<sup>TH</sup> July 2017

## Exhibitors Risk Assessment Form.

Company: Etac R82

STAND: 49

Tasks/Activities/Hazard arising from:	Hazards	Persons at risk	Assessment of Risk – low, medium or high	Control Measures.
Stand set up/ breakdown	1. Working at height. (max height of stand is 2.2m)	Etac R82 stand personnel	Low	Staff are fully trained in building and dismantling the stand and have steps with them to use as required.
Stand set up/break down	2. Lifting	Etac R82 stand personnel	Low	All staff trained in manual handling techniques. Trollies will be used where appropriate and suction cups to carry the "blocks".
Electricity	1. Electrocution	All in building	Low	Electricity supply from exhibition contractors only No overloading of sockets. Any faults to be rectified by show electrician. Ensure electrical Equipment correctly wired, fused and checked; all equipment confirms to relevant CE marking regulations. Follow health and safety guidelines. Lighting to be fitted to exhibition stand in line with manufacturer's instructions.

Chemicals Control of substance Hazardous to health (C.O.S.H.H)	Not applicable				
Slips, Trips, Falls	Tripping over stand equipment, edge of carpet or items left in gangway.	All in building	Low		All gangways to be left clear. Space left between equipment for movement. No cables on exhibition space (behind stand only)
Fire Hazards/Evacuation procedure	Risk of burning/smoke inhalation.	Stand personnel All in building	Low		Ensure all staff are aware of venue procedures in advance.
Building of Exhibition panels		R82 stand personnel	Low		Exhibition stand panels to be erected in line with manufacturer's instructions Staff have been fully trained.
General Health and Safety		Stand personnel	Low		In addition to the specific risks identified all staff are to comply to with the company H & S Policy to ensure a safe exhibition. All staff are to wear identifiable clothing and badges. All R82 personnel are DBS checked. First aiders to be identified where present.
Smoking	N/A	N/A	N/A		N/A

Hand tools	Risk of impalement, cuts and bruises.	Stand personnel	Low	Staff have been fully trained to use all tools required for stand set up and breakdown. They are also experienced in building and dismantling the stand.  Hand tools to be safety secured away during exhibition.

Name: Lindsay Wilcox

Signed: 

Date: 24/04/17