

BURWARTON AND DISTRICT AGRICULTURAL SOCIETY

A Company Limited by Guarantee

Company Reg No 2088026

Registered Charity No 518459

BURWARTON SHOW - 2 AUGUST 2018 TRADE EXHIBITORS - SAFETY POLICY

(To be read in conjunction with the Trade Stand Regulations)

1. Exhibitors are advised to ensure that their staff are fully briefed on **Safety Standards and Health and Safety Executive Legislation**. All exhibitors are responsible for their staff and/or contractors and for ensuring that they are competent and/or qualified to carry out the work required on their exhibition site during the build period, day of Show and breakdown period.
2. Exhibitors' attention is drawn to the following points:
 - i) **Electricity:** Mr M Jones is the Society's official contractor. He will endeavour to provide an electric supply where necessary (if this is practicable) but **ALL** electrical equipment and generators to be used **are the responsibility of the trader** and must have been inspected and tested by a competent electrician and subsequently labelled. **All electrical equipment must clearly display a current PAT certificate and be correctly earthed.**
USE OF GENERATORS: Generators should be of the silent diesel type, have baffle boards and be suitably guarded. They must be operated in accordance with user instructions. The use of petrol generators by traders and others will be prohibited for the 2018 show onwards.
BEWARE OVERHEAD CABLES, especially with high-sided vehicles, tipping trailers, hoists, flagpoles and aerials. NOTE: Where necessary, 'safety lanes' will be created underneath overhead cables. No vehicle or Trade Stand can be permitted within the safety lane. No high sided object, flagpole telescopic loader, etc. may be placed or erected within its own length from the boundary of the safety lane. Vehicle movement under overhead cables will only be allowed on designated routes delineated by 'goal posts' underneath the cables, which will have a maximum height of 14ft. (4.2m). In order to comply with this requirement no vehicle over 14ft. will be allowed on to the showground without special consent.
If inserting pegs etc. into the ground, **be aware of the position of underground electric cables.**
 - ii) **LPG** may only be used in an approved situation.
Written approval from the Show Manager must be obtained before any gas appliance is used.
Empty and full cylinders must be kept separately outside the tent. The equipment must be installed in a safe area away from the public and shielded from the canvas. Stewards have the authority to require the immediate cessation of the use of any gas appliance.
 - iii) **Fire.** All exhibitors must fully comply with the Regulatory Reform (Fire Safety) Order 2005 which became law on 1 st October 2006. This order covers general fire precautions and other fire safety duties which are needed to protect relevant persons in case of fire in and around your exhibition stand. In particular you are required to carry out a fire risk assessment which must focus on the safety in case of fire of all 'relevant persons', paying particular attention to those at special risk, such as the disabled and those with special needs, and must include consideration of any dangerous substance likely to be on your stand. **All stands must be fully erected and all vehicles removed from the Showground by 9.00am on Show day and dismantling MUST NOT commence before 6.00pm.** PLEASE READ THE ATTACHED FIRE SAFETY REQUIREMENTS LEAFLET CAREFULLY AND ENSURE THAT YOU COMPLY WITH THE REQUIREMENTS WHERE APPROPRIATE TO YOUR STAND. For further information please contact the Show Manager on 01746 787535.
 - iv) **Machinery:** No working machinery on a stand unless approved by the Society and checked by the appropriate Safety Authority. Hydraulic Lifts must be propped in case of failure or tampering with controls. Children should be deterred from climbing on machinery.
 - v) **Livestock:** Only qualified personnel may be left in charge of livestock.
 - vi) **Marquees:** Ensure that exposed tent pegs are safely covered and tentage is fire retardant.
 - vii) **Suspicious Packages:** If in doubt about an item do not touch it. Inform the Police and Show Manager. Do not spread alarm but, if judged appropriate, evacuate the stand and the immediate area.
3. **Emergency Services:**

POLICE, FIRE AND RESCUE SERVICES - Telephone 999 or by mobile 112. Showground map reference is SO 6234-8664.

FIRST AID - SALOP MEDICAL SERVICES opposite the Secretary's tent. First Aid box available in the Secretary's Tent on days before the Show.

A MEDICAL DOCTOR and VETERINARY SURGEON are on call via the Secretary's Tent, or the Public Address tower located beside the Secretary's Tent at the bottom end of the Main Ring.

HEALTH AND SAFETY OFFICER - MR E W KRAWSZIK, Minos Services. Tel: 07837 574863

**IT IS ESSENTIAL THAT YOU, YOUR EMPLOYEES OR ANYONE ACTING
ON YOUR BEHALF AT THE SHOW, READ THIS POLICY.**