



Modified Nationals 2020

Trade Stand Risk Assessment

Name of stand

Please make sure this generic risk assessment is adequate for your needs.

Amend as necessary to make sure all your health & safety needs are met.

	Task	Hazard	Person at risk			Risk Rating	Current Controls	Further Precautions	Residual Risk Rating
			S	C	V				
1.	Management of Health and Safety	Accidents or incidents due to lack of controls. Legal liability	✓		✓	Med	<ul style="list-style-type: none"> Appropriate public & employer's liability insurance in place. Risk Assessment prepared Safety briefing for staff involved On-going dynamic risk assessments by staff during event. 	On-going assessment before & during event.	Low
2.	First Aid Provision and Accident Reporting	Lack of response or treatment leading to worse injury or treatment.	✓		✓	Low	<ul style="list-style-type: none"> First aid kit & first aid trained staff available at stand Accident Reporting Book available. First aid point & emergency cover provided by event. 		Low
3.	Emergency Situation	Inadequate procedures may lead to additional injuries	✓		✓	Med	<ul style="list-style-type: none"> All workers briefed as to the Emergency Procedures for event. Co-ordinate with event emergency procedures as needed. 	Ensure emergency procedures are understood by all staff once on site.	Low
4.	Fire Safety &	Injury and damage due to fire & smoke	✓		✓	Med	<ul style="list-style-type: none"> Ensure all staff are aware of fire assembly point and evacuation procedures at event. No smoking 		Low

*Person at Risk: S =Staff, C = contractors, V = Visitors public

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							<ul style="list-style-type: none"> • Combustibles stored safely. • 2Kg dry powder fire extinguisher available at stand • All ignition sources suitably controlled. • Open sided gazebo – limited combustible materials. • Waste collected & cleared regularly 		
5.	Electrics & Electrical Equipment	Electrical fault, electric shock				Low	<ul style="list-style-type: none"> • No electrical equipment 		Low
6.	Display / Stand	Manual handling Fire Slips, Trip & Falls	✓		✓	Low	<ul style="list-style-type: none"> • Correct manual handling techniques used for setting up and moving tables and retail items. • Display stand / tables checked for sharp edges and stability. • Display tables suitable for loads. • Awareness of floor conditions and check for slip, trip, risks in area. 		Low
7.	Marquee / Gazebo	Fire Collapse of structure High winds	✓		✓	Low	<ul style="list-style-type: none"> • Follow manufacturer's instructions for erection of marquee and securing. • Fire retardant material • Adequate securing relevant to wind speeds and conditions. Not used if wind speeds exceed manufacturer's parameters for safe use. 		

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8.	Generators	Fire Explosion Manual handling	✓		✓	Med	<ul style="list-style-type: none"> • Only Diesel Generators are allowed on the showground. • Staff aware of emergency procedures and action to take. • Follow manufacturer's instructions for set up and use. • Generator stored safely. • Staff trained in correct procedures for use. • Generator located away from public access. • Generator located away from all combustible material and gazebo fabric. • First aid kit available. 		Low

Please note: this document does not preclude you from possible prosecution or removal from the site by the organizers, should a subsequent inspection reveal unsatisfactory standards.

Completed by:

Signed:

Position:

Date of assessment:

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