

## Kenilworth Show 2023 – Trade Stand Risk Assessment

In accordance with Health and Safety Regulations we now request a risk and fire assessment to be completed by all trade stand exhibitors. To comply by law, it is essential and incumbent on trade stand holders to provide risk assessments of their displays and to ensure that all current rules, regulations and statutes are strictly adhered to. Please complete the template below and return it along with your booking form. Alternatively, if you have your own comprehensive risk assessment you may submit copy of it.

Company name	
Description of stand/unit	
Person in charge	
Contact number on site	

Hazard	Risk	Controls to minimize risk
<p><i>Look only for hazards, which you could reasonably expect to result in significant harm under the conditions in your workplace. Use the following examples as a guide:</i></p> <p><i>* Slipping/tripping hazards * Chemicals (eg battery acid) * Moving parts of machinery (eg blades) * Work at height (eg from mezzanine floors) * Pressure systems * Vehicles (eg fork-lift trucks) * Electricity * Fumes (eg vehicle engines) * Manual handling * Noise * Livestock on stand</i></p>	<p><i>There is no need to list individuals by name - just think about groups of people doing similar work or who may be affected eg: * Office Staff * Maintenance personnel * Contractors * People sharing your workplace * Operators * Cleaners</i></p> <p><i>Pay particular attention to: * Staff with disabilities * Visitors * Inexperienced staff * Lone workers - may be more vulnerable</i></p>	<p><i>For the hazards listed, do the precautions already taken:</i></p> <p><i>* Meet the standards set by a legal requirement? * Comply with a recognised industry standard? * Represent good practice? * Reduce risk as far as reasonably practicable? Have you provided: * Adequate information, instruction or training? * Adequate systems or procedures? If so, then the risks are adequately controlled but you need to indicate the precautions that you have in place. Where the risk is not adequately controlled, indicate what more you need to do ("the action list").</i></p>