



# ASSET 2018 RISK ASSESSMENT

**This form MUST BE completed by all exhibitors attending ASSET 2018.**

Using the guidelines below, please consider the risk to those building and dismantling your stand(s) and to members of the public during the Show. Overleaf, outline the steps you propose to take to minimise that risk.

If you have any queries about completing the form overleaf, please contact the Organisers.

<p><b>HAZARD</b></p> <p>Think about possible hazards which you could reasonably expect to result in significant harm.</p>	<p><b>WHO IS AT RISK?</b></p> <p>There is no need to list individuals by name - just think of groups of people who may be affected</p>	<p><b>ACTION TO CONTROL RISK</b></p> <p>For the hazards listed, what precautions have you taken.</p>
<ul style="list-style-type: none"> <li>Slipping &amp; Tripping</li> <li>Fire (flammable materials or electrics)</li> <li>Chemicals (bleach or cleaning materials)</li> <li>Moving parts of machinery</li> <li>Work at height (ladders etc.)</li> <li>Pressure systems</li> <li>Vehicles, forklifts etc.</li> <li>Electricity</li> <li>Dust (from grinding etc.)</li> <li>Fumes</li> <li>Manual Handling</li> <li>Noise</li> </ul>	<ul style="list-style-type: none"> <li>Staff / visitors</li> <li>Members of the public</li> <li>Maintenance personnel</li> <li>Contractors</li> <li>Operators</li> <li>Cleaners</li> </ul> <p><b>Pay particular attention to:</b></p> <ul style="list-style-type: none"> <li>Staff with disabilities</li> <li>Visitors</li> <li>Inexperienced staff</li> <li>Lone workers - they may be more vulnerable</li> </ul>	<ul style="list-style-type: none"> <li>Meet the standards set by a legal requirement?</li> <li>Comply with a recognised industry standard?</li> <li>Represent good practice?</li> <li>Reduce risk as far as reasonably practicable?</li> </ul> <p><b>Have you provided:</b></p> <ul style="list-style-type: none"> <li>Adequate information, instruction or training?</li> <li>Adequate systems or procedures?</li> </ul>

Company Details: (this address and contact details will appear in the show catalogue and on invoices).

PLC
  Charity
  Sole Trader
  Partnership
  Limited

NAME OF BUSINESS	
CONTACT (PERSON RESPONSIBLE)	
STAND NUMBER	
ADDRESS	
POSTCODE	
ITEMS ON STAND	
DATE ASSESSMENT UNDERTAKEN	
SIGNATURE OF ASSESSOR	
ITEMS ON STAND	



@ASSET2018



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