

H&S ASSESSMENT FOR TRADE STANDS

HANBURY COUNTRYSIDE SHOW – SATURDAY 6th JULY 2024

As part of the ongoing Health & Safety aspects of this year's Show, it is incumbent on trade stand holders to provide a risk assessment of their displays and to ensure that all current rules, regulations and statutes are strictly adhered to:-

Trading Name/s: _____

Responsible Person: _____

Position/job title: _____

Date Assessment Undertaken: _____

FIRE AND GENERAL HAZARDS AND RISKS:

Operational Activity (Please indicate which description most reflects the activities of your stand)

Retail Outlet ☐ Static Display ☐ Demonstrations ☐

Hazards associated with above activity: (Please tick one or more of the following)

Sources of ignition/heat	<input type="checkbox"/>	Dry Combustibles	<input type="checkbox"/>	Hot Surfaces	<input type="checkbox"/>	Flammable Liquids	<input type="checkbox"/>	LPG	<input type="checkbox"/>
Large numbers of people	<input type="checkbox"/>	Electrical equipment	<input type="checkbox"/>	Smoking (outdoors only)	<input type="checkbox"/>	Work at height	<input type="checkbox"/>	Use of Sharps	<input type="checkbox"/>

DECLARATON:

Please read the following points, if you have taken all reasonable actions to fulfil these points please sign.

I _____ on behalf of _____ confirm:

TICK

- ☐ That we will hold appropriate levels of Public Liability (required) and Employer Liability (if required) insurance for the duration of the event and have provided evidence.
- ☐ That we will take adequate actions to ensure that the public will be protected from any harm as a result of any action we may or may not take, or item sold from our stand and we have completed a suitable and sufficient risk and fire risk assessment for our stand and enclose with our application. Should our stand or operations change before the show, we will provide the organiser with revised assessments.
- ☐ That where we are providing any food or beverage we have a HACCP in place, our staff are appropriately trained and we will display allergen information. We will provide our own hand washing facilities.
- ☐ That we will be using our own diesel generator, that will have been electrically tested along with any distribution and appliances and be protected both with RCD protection and appropriate physical safeguards and we will ensure the public will have no access to it.
- ☐ That all items/produce for sale will be strictly labelled according to British and European regulations and legislation in force at the time of the show.
- ☐ That we will have suitable firefighting equipment on our stand in line with our fire risk assessment.

- ☐ That we have brought to the attention of the show organiser any other information that may give rise to a hazard or concern at the show.
- ☐ That upon arrival at the show our staff will familiarise themselves with any potential risks on site and any emergency information.
- ☐ That our stand staff and others have been given sufficient information, instruction and training to enable them to work in a competent and safe manner.
- ☐ That all staff, including contractors and sub-contractors have been informed of potential risks on site.
- ☐ That we will comply with all rules and regulations of the show which we have received and understand.
- ☐ That we agree to liaise with the Showground Manager, Health & Safety Officer, or other person(s) authorised by the Society to ensure the health and safety of all parties who may be affected by our actions or inactions.
- ☐ That we accept that the Society may suspend any activity which they consider contravenes its rules and procedures for safety and agree to take any action required of us aimed at ensuring compliance
- ☐ That we have completed the exhibitor stand risk assessment and understand the requirement for ensuring that the necessary controls for eliminating or minimising risk are put in place.
- ☐ That we have completed all pages of this form and apply for trade space.
- ☐ That we ensure that all regulations applying are met and no claims against the Society will be considered.
- ☐ That any major or minor incidents occurring within the area that we are located should and will be reported to an official of the Society immediately.

Please ensure you complete and return with your application the following:

- ☐ Risk assessment and fire risk assessment (you may provide your own or use provided template).
- ☐ Copy of your Public Liability (and Employers Liability Certificates as applicable). Certificate must be current and will remain valid for the duration of the Show
- ☐ **Food suppliers** – Copy of your HACCP documentation & Hygiene certificates etc.

Signed: _____

Date: _____

(Person responsible for safety matters)

Name (Block capitals): _____

FOOD & DRINK SUPPLIERS:

Name under which food business is registered: _____

Local authority with which food business is registered: _____

Food hygiene Rating Score: _____

Date of last inspection: _____