2009 Expo Safety Check List

Event : Shoalhaven Motor & Lifestyle Expo 2009	Location: Nowra Showground
General Safety Requirements	**Date of event: 31-05-2009**

PROCEDURE	Read & Understood	Comments	Other
1. When entering Nowra showground to deliver display, speed limit is restricted to 10 km per hour			
2. Throughout the individual's designated display area there are to be no power leads or obstructions left on the ground which may cause a trip hazard to the public or staff			
3. During the day of the event you are to ensure that all mechanical devices and vehicles remain stationary			
4. If any additional electric items are required for your use during the event they must be tagged to meet Work Cover requirements.			
5. All waste from your activities on the day is to be disposed of in a correct manner.			
6. Noise from activities which you perform is to be kept to a level which is acceptable to organisers.			
7. Any star pickets or items projecting from the ground are to have some form of cap or cover on top to avoid cuts and abrasions to individuals.			
8. If any movement of vehicles is required throughout the day you are required to contact an official who will accompany you during the process.			
9. At the end of the event, it will be announced via loud speaker when exhibitors are allowed to remove their exhibit from their designated areas. This will be approx 3-30pm.			
10. In the case of an accident you will be required to immediately contact one of the following people from the attached contact list. Ron Pearce or Noel Kennedy			

If any item above is not understood please contact Ron Pearce on 0417 735 401

Trading Name _____	**Date:** _____
Business Name _____	**Contact Person** _____
or Club Name_____	**Contact Number**_____
Signature:	

Please complete this document and fax to 02 4421 0413 by COB 31st March 2009 attention Ron Pearce