

## **2016 ANFD EXHIBITOR ON SITE SAFETY PLAN**

*The following form must be completed and A COPY must then be submitted prior to the site being permitted to operate. Failure to submit this may result in your site not being permitted to operate. A COPY OF THIS SITE SAFETY PLAN MUST BE AVAILABLE ON YOUR SITE AT ALL TIMES during the ANFD*

EXHIBITOR NAME:.....

SITE NUMBER:..... DATE:.....

*The Exhibitor shall at all times exercise all necessary precautions for the safety of the public, employees and others appropriate to the nature of the exhibit site/demonstration and the conditions under which the event is conducted, and shall comply with all statutory requirements and such directions as the Ground Chairman (or nominated person) of the Field Days may give from time to time.*

<b>HAZARDS</b>	<b>SUGGESTED RISK CONTROL MEASURES TO ELIMINATE OR MINIMIZE THE RISK OF INJURY.</b>	<b>RISK MEASURE IN PLACE ✓</b>	<b>N/A</b>
<b><i>Slips Trips and Falls</i></b>	Exhibit designed to minimize trip hazards, slips, trips or falls		
	Barriers and warning signs in place to separate people from hazard conditions expected at the site.		
	Matts placed over uneven surfaces or cables		
	Signs/flags/indicators in place to warn of hazard/s		
	Surface dried and cleaned as soon as hazard occurs		
	Hand rails & steps to be of solid construction & manufactured in accordance with Australian Standards.		
<b><i>Electrical</i></b>	All leads and power boards must have a current testing tag attached. (If you require your equipment tagged please visit Mobile Tool Tagging Australia who will be on site during set up from 2pm-5pm on Wednesday 19 <sup>th</sup> October).		
	Ensure cables are not at risk of crushing/cutting or exposure to moisture.		
<b><i>Dangerous Goods &amp; Hazardous Substances</i></b>	Safety data sheets are available at your location & precautions stated on SDS to be followed		
	Safe Work Procedures are available where there is need to open or decant containers. Ensure staff are trained in Safe Working Procedures.		
	Required protective equipment provided to workers		
	All Dangerous Goods/Hazardous Substances in suitable containers labelled and with appropriate warning signs, barriers where applicable & effective supervision.		
<b><i>Fire Hazards</i></b>	Public & others separated from sources of fire by barriers		
	Combustible/flammable material kept to a minimum and segregated from sources of ignition		
	No smoking near flammable material		
	Appropriate fire extinguisher/blanket in vicinity		

<b>Operational Hazards</b>	Workers informed of hazards and trained in use of equipment. Protective clothing & equipment to be supplied & used if necessary.		
	Vehicles are not left unattended when running. Vehicle & plant keys are removed when unattended.		
	Experienced and competent operators only to operate plant and machinery on site. Passengers are not permitted to be carried to be carried in any plant or machinery.		
	When operating machinery in the vicinity of overhead or underground power lines-qualified spotters are used.		
	Speed limits and load restrictions adhered to.		
	Heavy items not to be stored at heights. Items not to be stored in public & other segregated areas where items may fall.		
	Temporary structure checked for stability & strength taking into account possible weather conditions (e.g. wind, rain etc.) and all silos and tanks should be securely anchored. If marquee is larger than 100sq meters it must be erected by a person who is qualified to do so.		
<b>Livestock</b>	Barriers placed between public and animals. Attendants adequately trained in animal handling procedures.		
	All livestock must be contained in secure yards		
<b>Pressure Hazards</b>	Gas cylinders secured to prevent falls		
	Workers informed of hazards and trained in use of equipment		
	Protective clothing & equipment supplied and used		
<b>Cuts &amp; Lacerations</b>	Eliminate sharp objects and protrusions from your exhibit		
	Place barriers between sharp objects and workers/customers		
<b>First Aid</b>	Ensure you are aware of where the St Johns First Aid is located at J11 which is behind the ANFD office and near the Police shed.		
	To report an on-site accident please phone the ANFD office headquarters on <b>02 6362 1588</b> . ANFD staff will then direct emergencies services if required.		

*The field days committee has determined that the periods of greatest risk to safety exists in setting up and dismantling of displays. During this time all exhibitors are required to adhere to but not limited to the following instructions. Additional site-specific hazards not outlined above must be identified, risks assessed and appropriate risk control measures implemented.*

***This statement indicates that I / We, the Exhibitor have implemented the above control measures for our site and activities at the Australian National Field Days to be held 20, 21 & 22 October 2016.***

Person Responsible: Signed:.....

Title:..... Date:.....

*Please complete the above form and return to the ANFD office with your booking form before **Sunday 31<sup>st</sup> July 2016.***

**OFFICE: 563 Borenore Road, Borenore NSW 2800 Phone: 02 6362 1588 Fax: 02 6362 5421**

**Email: [info@anfd.com.au](mailto:info@anfd.com.au) Website: [www.anfd.com.au](http://www.anfd.com.au)**

