ON SITE SAFETY

1. 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.

2. Notwithstanding any directions or approvals given by the Ground Chairman (or nominated person) the Exhibitor shall at all times be held responsible for the safety of all persons engaged in the operation of an exhibit site / demonstration.

3. The Exhibitor shall promptly report to the Ground Chairman (or nominated person), all accidents involving death, personal injury, and all incidents with accident potential such as equipment, structural or infrastructure failure and the like. If requested by the resident (or nominated person), a written report shall be provided in the form directed.

4. The Exhibitor shall prepare and implement a site specific Safety Management Plan. This plan will demonstrate how the Exhibitor will comply with the Workplace Health and Safety Act and associated Acts and Regulations. As a minimum the plan will detail:

4.1. Safety management responsibilities within the Exhibitors organization which details the names, positions of persons responsible for the following aspects:
4.2. Keeping up to date with relevant WH&S Regulations, Codes of Practices and the communicating of their relevance within the Exhibitors organization, e.g. crane operators, forklift drivers.
4.3. The identification of and the evaluation of site specific WH&S hazards.
4.4. Ensuring the continued operating safety of all equipment, plant and materials used on the site.
4.5. Procuring training, enforcement of their use and the monitoring of the condition of all related equipment.
4.6. The management of on-site work methods, the warning of hazards and the implementation of accident and emergency procedures.
4.7. The protection of the public on and near the site.
4.8. The assessment and monitoring of subcontractors.
4.9. Providing First Aid and the maintenance of First Aid stocks.
4.10. The identification of the site related WH&S hazards and for each hazard, the submission of a detailed Job Safety Analysis (JSA) (incorporating operational procedures) designed to manage the associated hazards.
4.11. A mechanism for reviewing the site related hazards during the life of the Event and if necessary the development of revised Site Safety Plan.

5. In developing the Site Safety Plan consideration should be given, but not limited to, the defining of confined spaces, adequate illumination, traffic control, machinery guards, safe access, working at heights, hazardous substances.

6. The Safety Management Plan is to be submitted to the Australian National Field Days Committee. If the plan, in the opinion of the Chairman (or nominated person), does not adequately cover the requirements, then work will not be permitted to commence on site until the plan has been revised to incorporate these requirements.

ON SITE SAFETY MANAGEMENT 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:……

HAZARD **SITE**	**Relevant to Site** ☑	**High** ☑	**Medium** ☑	**Low** ☑	**Measure Put in Place** ☑
Exhibit designed to minimise trip hazards					
Barriers in place to separate people from hazard conditions expected at the site					
Mats placed over uneven surfaces and cables					
Segregation of pedestrians by means of barriers, fences or wardens					
Signs/ flags/ indicators in place to warn of hazard/s					
Exhibit designed to minimise hazards					
Surface dried and cleaned as soon as hazard occurs					
Warning signs to indicate hazards					
Hand rails and steps to be of solid construction and manufactured in accordance with Australian Standards					
Supervision in place to assist and instruct visitors climbing onto plant and machinery					
Experienced and competent operators only to operate Plant and Machinery					
Speed limits and load restrictions adhered to					
Passengers not to be carried on any Plant or Machinery					
Safety in place when backing the machine					
Vehicles are not left unattended when running					
Vehicle & Plant keys are removed when unattended					
Booms and tynes to be lowered before vacating the machine					
Operating the machinery in the vicinity of overhead or underground power lines - qualified spotters are used					
Vicinity of other workers and visitors when starting machinery					
Use of machinery on uneven surfaces or inclines					
Segregation of pedestrians by means of barriers, fences and supervision					
Eliminate sharp objects and protrusions from your exhibition Place barriers between sharp objects and workers/visitors.					
If marquee is larger than 100 sq metres, IT MUST BE ERECTED by a person who has the qualifications to do so, and a Certificate of Occupancy must also be obtained from the Cabonne Shire and a copy forward to ANFD. **Name of qualified erector:**					

HAZARD	Relevant to Site ☑	High ☑	Medium ☑	Low ☑	Measure Put in Place ☑
Material data sheets available at your location Precautions stated on MSDS to be followed					
All Dangerous Goods/Hazardous Substances in suitable containers, labelled and with appropriate warning signs					
Required protective equipment provided to the workers					
Visitors, especially children to be kept away from Dangerous Goods / Hazardous Substances by means of barriers and constant supervision					
Safe Work procedures are available where there is need to open or decant containers. Ensure staff are trained in Safe Working Procedures.					
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					
Heavy items not to be stored at heights					
Public and others segregated from areas where items may fall					
Temporary structures checked for stability and strength taking into account possible weather conditions (eg. wind, rain, etc.) and all silos and tanks should be securely anchored					
All equipment hoses and cylinders to be inspected prior to exhibition					
Gas cylinders secured to prevent falls					
Workers informed of hazards and trained in use of equipment Protective clothing and equipment supplied and used					
First-aid kit on site or aware of St Johns Ambulance Site at J11					
Livestock fully restrained by appropriate devices at all times					
Barriers placed between public and animals Attendants adequately trained and aware of possible hazards and have control over animals					

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

• Vehicle movements are only allowed before 6am Thursday 24th and 7am Friday 25th / Saturday 26th October 2013, and after 5pm on all three days.

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 24, 25 & 26 October 2013.

Person Responsible: Signed:……

Title:…… Date:……