

## Risk assessment

As you all know, a risk assessment for professional activities and work processes has to be done by the entrepreneur on the basis of the Working Conditions Act, if necessary in consideration of the industrial safety ordinance and the ordinance on hazardous substances. Normally this exists in a written form. Regardless of the principal legal obligation for the preparation of a risk assessment there is also a documentation obligation towards the accident insurance agency.

For any demonstration within the DLG-Specials and the machinery demonstrations at the stands the following regulation applies:

1.) For **EVERY** presented process - means not only for areas with lots of machines but also for focus themes – a risk assessment has to be done. In this documentation the endangering relevance with regard to the involved staff and possible interaction of the process with third parties (i.e. visitors) are to be determined and rated. Recommendations for the elimination or minimization of identified Dangers must be included in the risk assessment.

2.) The responsible persons of every machinery demonstration – even within the Specials - shall send this risk assessment **until September 4 2019** to DLG at the latest. The documents are forwarded to the members of a special safety group within the team of DLG-Waldtage for examination and to their information.

3.) If the company has no risk assessment for the demonstrated process so far, the documentation has to be prepared by the responsible persons in advance.

**- Please notice: Without risk assessment there will be no stand approval and no approval for the time of the exhibition! -**

4.) Every responsible demonstrator for the exhibition may use the checklists provided by the DLG safety-team. The checklists contain information on the most important points that have to be taken into account by the exhibitors during the machinery demonstrations or the demonstrations within DLG-Specials.

5.) As soon as stands and machinery demonstrations are ready prepared for the time of the exhibition, members of the safety-team will visit the stands/specials to check and discuss the safety-relevant points from the risk assessment with the responsible persons.

6.) To be able to organise and accomplish the stand approvals in the short time (Wednesday, 11.09.19 8 am to Thursday, 12.09.19 6 pm) before the beginning of the exhibition we kindly ask you to answer the following questions in advance:

- At which time the machinery demonstration is ready to show?
- How much time will take a demonstration of the process?

The safety team will receive this information and get in contact with you to arrange a meeting early enough before the beginning of the exhibition.

We kindly ask for your understanding for these regulations and thank you very much in advance!