

Risk assessment for Safety and Health Protection on the Stand

To be filled in by the exhibitor:

I Exhibitor data

1/3

Stand number:	
Company name	
Street, Number	Postfach
Postal code, Town	Country
Phone	Fax
E-mail	Company home address

Name / Surname of contact person

Mobile phone number

E-mail

Owner / entrepreneur
Contact data of person in charge at the fair / person in charge of machine demonstration

Number of staff on the stand:

To be processed by DLG:

Location of the stand:		
Forest	Grass	Special
Stand No.	Stand size	
Rating of the stand approval:		
_____	_____	
Date	signature	
Measures to be implemented by the exhibitor :		

**Risk assessment for Safety and Health Protection
 on the Stand (self provided information)**

To be filled in by the exhibitor:

Company:	Stand No:
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1. Conditions in work environment			
1.1 Illumination and light conditions are sufficient.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.2 Ventilation is sufficiently ensured.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.3 The stand is provided with appropriate storage facilities and storage options for the garment of the staff.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.4 Soiling is immediately cleaned up.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.5 Machines and devices are marked with all required safety and health protection labeling.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.6 There is enough movement area for the estimated visitor amount.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.7 Fire loads are minimized as far as possible.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.8 Paths are safe to use. Risks for falling or stumbling are banned on all used paths within the stand area.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.9 Unavoidable risks for falling or stumbling (e.G. tent ropes, platforms, steps, wire coverings) are clearly signaled (e.G. with red-white striped warning tape).	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.10 Escape and emergency routes are known and free in sufficient width and length.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
1.11 The nearest assembly point for the case of evacuation is known.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

2. Organization of operational work protection			
2.1 The staff on the stand is informed about the legal requirements for risk assessment in the workplace by the employer.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.2 All work equipment used on the stand has been tested and approved as required by law.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.3 All staff members on the stand are familiar with emergency call numbers	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.4 The complete working equipment on the stand is appropriate for the circumstances given in this working place.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.5 The appropriate staff members are trained to handle the work equipment	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.6 All staff member on the stand are informed about the DLG exhibition team and the contact persons in charge	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.7 Every stand catering is only offered in compliance with legal hygiene requirements.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.8 A ready-to-use, first-aid box conforming to standards is available and staff members are informed about its location	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.9 The complete staff ins informed about the safety relevant contents of the exhibition regulations	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
2.10 The legal requirements concerning the presence of first-aiders (form 2 present staff members on) are fulfilled	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

3. Electricity risks			
3.1 Only approved electrical equipment is used (CE-, VDS-, GS-label) appropriate to operational and environmental conditions (e.g. IP-Protection against humidity)	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
3.2 Every applied electrical equipment is checked by a visual control for a proper condition and every mandatory testing fulfilled (z.B. DGUV Vorschrift 3, ehemals BGV A3).	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

4. Fire- and Explosion risk (only fill in, when combustable materials are in use, if not, please cross out this box)			
4.1 The prohibition of smoking and open fire are known and being followed	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
4.2 A sufficient number of appropriate and tested fire extinguishers are at disposal If "Yes" please enter the amount: pcs.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
4.3 The location of the extinguishers clearly visible	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
4.4 Staff members are familiar with the handling of fire extinguishers	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
4.5 Combustible solids, liquids and gases are used following their purpose and stored appropriately. Necessary measures in the event of accidental release of hazardous substances are defined.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
4.6 The occurrence of a dangerous explosive atmosphere is surely prevented	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

5. Hazardous substances existing? (only to fill in, when hazardous substances are used, if not please cross out this box)			
	Yes		No
5.1 Hazardous substances are stored separately from food	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
5.2 Storage of hazardous substances is carried out in approved receptacles only	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
5.3 When transporting and using hazardous substances the required labelling and documentation (register) are used (GefStoffV, GHS, ADR)	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
5.4 Staff are trained in handling the hazardous substances in use.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
5.5 Necessary measures in the event of accidental release of hazardous substances are defined.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

6. Mechanical risk			
6.1 Electric cables and tubes are completely layed in cable channels or beyond of traffic and service routes.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
6.2 Edges of the floor covering are fixed and if necessary clearly signaled.	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
6.3 Risk of injury by cutting edges and ridges are excluded	Yes	<input type="checkbox"/>	No <input type="checkbox"/>
6.4 Risk of injury by cone ends and blades are excluded	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

7. Physical risk			
7.1 A noise level of 65 dB (A) is not exceeded permanently at the stand border	Yes	<input type="checkbox"/>	No <input type="checkbox"/>

We will be happy to assist you with safety relevant questions!

Answers to the most frequent questions you will find on our homepage at www.dlg-waldtage.de in the section „For exhibitors - event safety“ in the document "FAQs". If you don't find answer here, please feel free to call us at: +49 (0) 69 247 88 -341 or just write an e-mail to waldtage@DLG.org

Declaration:

For itself and for any other co exhibitor planned, the exhibiting company hereby affirms explicitly and with legally binding effect that the information given above is complete and truthful.

All information in this self-assessment is intended to ensure health & safety protection during DLG-Waldtage 2019. The company is aware that incorrect or incomplete information within the context of this self-assessment will entitle the DLG Service GmbH, where necessary, to have immediate action taken to correct deficiencies at the exhibitor's expense or to eliminate the source of the hazard.

On its part, the DLG Service GmbH as user of this self-assessment affirms that the above data will be treated confidentially and, in particular, that the provisions of data protection law to protect personal data (§1, §2 German Federal Data Protection Act (BDSG)) will be observed. The company hereby confirms its explicit consent pursuant to §28 BDSG to use by the user for its own purposes of the data given.

Place, Date

Place, Date

Stamp and signature

pp. DLG Service GmbH