

TRADER / EXHIBITOR RISK ASSESSMENT TEMPLATE 2019

RISK ASSESSMENT

Please tick the appropriate column below to indicate 'Yes' or 'No'.

If you have answered 'No' to any of the below, please ensure you have included adjustments you have made in the further risks section of this assessment.

SER	Risk Assessment	YES	NO
1.	All staff involved with the event have been advised over manual handling good practice and are capable of setting up your stand unassisted and without excessive physical excursion.		
2.	Any combustible materials on the stand which could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG etc. have been identified and reasonable measures have been carried out to reduce the risk of them being involved in an incident.		
3.	All aspects of the stand are secure when displayed and covered by a manufacturer's warranty and/or safety certificate. Copies of this documentation will be available to view during the event.		
4.	All items for sale on my stand are compliant with trade standards, trademark requirements and all other merchandising and special licensing.		
5.	I am fully aware that I must not stock or sell certain prohibited items on site i.e. active or deactive weapons, Nazi/SS memorabilia, livestock, tobacco products, radar equipment, age restricted products or items deemed unsuitable by The Tank Museum, MoD or Police.		
6.	Where electricity is required, all of my equipment has been PAT tested and cables will be kept well away from the general public pathway. I am aware that it is my responsibility as the trader to provide my own extension leads.		
7.	I have sufficient bin bags for refuse and will leave my pitch space as found. Please note that the museum bins should not be used to discard of your rubbish.		

Please note any further risks associated with your stand on the following table/

HAZARD	WHO IS AT RISK?	CONTROL MEASURES	RISK RATING (LOW/MED/HIGH)	EXTRA CONTROLS	FINAL RISK RATING
<i>Example: Table falling over</i>	<i>Public & Staff</i>	<i>Making sure table legs are set out properly and weight on the table is spread.</i>	<i>Medium</i>	<i>None</i>	<i>Medium</i>



THE TANK MUSEUM

OVERALL RISK RATING: *Please circle the appropriate risk rating*

LOW / MEDIUM / HIGH