

Exhibition Manual: Health and Safety Declaration Form

Deadline for submission: Friday 6 January 2017

The Management of Health and Safety at Work Regulations requires co-operation and co-ordination with all parties whilst sharing a workplace. It is a condition of entry into the exhibition that EVERY exhibitor, contractor, sub contractor, supplier and their agents comply with the Health and Safety at Work Act 1974 (HASAWA74) and all other legislation covering the venue. The Exhibitor accepts that it is their legal and moral responsibility to ensure that their own and others health and safety is not put at risk by their actions (or inactions) during the ADI Team Congress 2017 Exhibition. Please complete this form affirming your commitment to co-operation and co-ordination with the Organisers and Venue.

All Exhibitors (all boxes must be ticked):

- We have undertaken a suitable and sufficient Risk Assessment for this show, which we will update as required and notify all relevant parties as to the potential hazards they may encounter onsite.
- We agree to abide by the regulations set out in the exhibitor manual.
- We have taken out adequate public liability insurance to cover our activities on-site and hold a current certificate.
- Measures will also be put in place to ensure the stand complies with the Disability Discrimination Act and these will be fully documented in the open period Risk Assessment.

For Shell Scheme Exhibitors (box must be ticked):

- We will adhere to HASAWA74 at all times on-site. Our staff will be sufficiently instructed and trained in The International Centre Emergency Procedures and other matters relating to Health and Safety in order to carry out their tasks competently.

For Space only Exhibitors (box must be ticked):

- We will adhere to HASAWA74 at all times onsite. We have received a Risk Assessment and Method Statement from our contractors/sub-contractors and are satisfied that they are experienced and competent enough to undertake the tasks we require of them.

Our appointed Health & Safety Representative for the stand is:

Company Name: _____

Contact Name: _____

Telephone: _____

Email: _____

Our out of hours number is: _____

For further information please contact:

Neelam Bhanot
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