



Murrumbateman Field Days – Safety Management

Site Safety for

Site No.

This site safety plan must be completed, submitted to, and approved by Murrumbateman Field Days Management. If the plan does not adequately cover the requirements as deemed by Management, work will not be permitted onsite until the plan has been revised to incorporate such requirements. A copy can be filled out on-line, saved and sent in with your application, or it can be printed, scanned, and emailed to admin@mfdays.com

Contact details for a staff member, who will be onsite during the event, must be provided. The form may be filled in by anyone, so long as the onsite person is aware of the details and the noted controls are in place for the event. Failure to do so will result in the exhibit being closed.

All exhibitors must adhere to the Occupational Health and Safety Regulation 2001 (NSW) and associated regulations. The Murrumbateman Field Days Safety Management Team reserves the right to stop or suspend any work that, in their opinion, presents a risk to safety.

Exhibitors with site specific hazards, not outlined here, must provide an additional risk assessment outlining the identified hazards and the control measures implemented.

Vehicle Access to Field Days site between following hours only:

Thursday 15th October	6am – 8pm
Friday 16th October	6am – 8pm
Saturday 17th October (morning)	6am – 7.30am
Saturday 17th October (evening)	5.30pm – 7pm
Sunday 18th October (morning)	6am – 7.30am
Sunday 18th October (evening)	4.30pm – 7pm

Please provide contact details of the staff member **responsible for the site** during Murrumbateman Field Days. This person must be on-site during the event.

Name:

Mobile:

This statement indicates that _____ (Trading Name) will implement the control measures in this document for our site and activities for the Murrumbateman Field Days. Any variations shall be communicated to the Field Days Office - 6227 5895

Name: _____

Position: _____

Date: _____

Mobile: _____

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Hazard and Suggested Risk Control Measures	Not Applicable	I agree to put these control measures in place (please tick)
Slips, Trips, Falls and Gravitational Hazards		
Displays, equipment and stock to be placed in such a way that allows easy access and egress		
Mats placed over uneven surfaces		
Signs / flags / barriers in place to warn of potential hazards		
Spills to be cleaned up immediately		
Heavy items stored low to the ground		
Ensure temporary structures are sturdy and secure enough to withstand all possible weather conditions		
Supervision in place to assist and instruct visitors using/handling products		
Vehicles and Machinery		
Vehicles securely parked with brakes and chocks		
Keys removed when unattended		
Licensed and competent operators/drivers only to operate		
Booms and Tynes to be lowered when parked		
Spotter to be used at all times when reversing any vehicle/machinery		
Vehicles are not left unattended while running		
Supervision in place to assist and instruct visitors climbing onto plant and machinery		
Electrical		
All leads have current testing tag attached		
Visual inspection prior to use for any damage or potential hazard		
Extension cords to be placed/secured as to not create a trip hazard or become damaged		
Cuts and Lacerations		
Eliminate sharp objects and protrusions from your exhibit		
Place cover over sharp and/or protruding objects to protect from causing injury		
Place barrier between sharp objects and the public		

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Hazard and Suggested Risk Control Measures	Not Applicable	I agree to put these control measures in place (please tick)
Fire Hazards		
Signage warning of hot surfaces		
Barriers placed to separate public from fire/heat source		
Combustible/flammable material to be kept at a minimum and away from ignition sources		
No smoking near flammable material		
Appropriate fire extinguisher kept on site		
Dangerous Goods / Hazardous Materials		
MSDS available on site with listed precautions followed		
All dangerous materials kept in appropriate, secured containers, labelled with appropriate warnings		
Public kept away from dangerous materials/substances by means of barriers and constant supervision		
Use empty containers for display purposes		
Livestock		
Livestock on display should be of a quiet and calm nature, able to tolerate crowds and loud noises		
Livestock shall be housed in a yard or fenced area, appropriately constructed to contain the animal/s at all times		
Constant supervision to ensure the public remains outside of the fenced area where the livestock is being kept		
Supervision in place to assist and instruct visitors on acceptable behaviour around the animal/s e.g. petting		
Staff will be adequately trained and competent in handling the livestock in all situations that may arise		

Movement documents (NVD/TSS) must accompany all livestock. Please make sure you have the completed document with you. The "destination" is as below.

Murrumbateman Field Days
Murrumbateman Recreational Grounds
19 East St Murrumbateman, NSW, 2722
PIC NJ622879