**HEALTH AND SAFETY DECLARATION FORM**

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| **Compulsory for all exhibitors** | **To be completed by a senior person and returned by 16th May 2022 to** [**exhibitors@energynet.co.uk**](mailto:exhibitors@energynet.co.uk) |

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| **Important** | **It is a condition of entry into the exhibition that every exhibitor, supplier, contractor, sub-contractor and their agents comply with the Africa Energy Forum 2022 Event Exhibitor Manual. The exhibitor accepts that it is their legal and moral responsibility to ensure that their own and others health & safety is not put at risk by their actions (or inactions) during Africa Energy Forum 2022.** |

*\* indicates required fields.*

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| 1. **EXHIBITOR DETAILS** |

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| **Exhibitor name \*** |  |
| **Stand number \*** |  |
| **Exhibitor address \*** |  |
| **Contact person \*** |  |
| **Email address \*** |  |

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| **Stand type \*** | 🞏 Shell scheme stand 🞏 Space only stand |

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| 1. **GENERAL** |

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| **Exhibition rules and regulations \*** | | 🞏I have read the exhibition rules and policies as laid out in the aef 2022 Exhibitor Manual and agree to abide by its contents. |
| **Waste Management** | | 🞏I am aware that charges may apply if waste from my stand is left behind during build up/ breakdown and the event. |
| **Freight and Deliveries** | 🞏I am aware that all exhibitors and contractors who are bringing stand materials to Tour & Taxis and want to unload or load a vehicle within the loading bay area, MUST book a time slot and date with our supplier, Exhibition Freighting GSM 🞏I am aware no items should be left unattended on my stand for collection during break down, unless arranged with the official freight provider. | |

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| 1. **FOR SPACE ONLY STANDS** |

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| **Stand contractor details** | **Company** |  |
| **Contact name** |  |
| **Email address** |  |
| **Phone number** |  |

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| **Stand plans** | 🞏 I / my stand contractor will submit a Processed Stand Plan and Construction Phase Plan on time respecting all the regulations and restrictions. |

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| **Risk assessment** | 🞏 I / my stand contractor will carry out a suitable and sufficient Risk Assessment and Method Statement which I shall submit along with our stand plans for approval. |

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| **Potential risks onsite** | 🞏 I will make our staff aware of the potential risks present on site. Our stand staff will be sufficiently instructed and trained in matters relating to Health & Safety in order to carry out their tasks competently. |

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| 1. **RISK ACTIVITIES** |

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| **Risk activities \*** | 🞏Our planned exhibits/ demonstrations and work practices offer no significant risk to either ourselves or others on site. 🞏 High-risk activities will be undertaken on our stand (as detailed below). I / my stand contractor will submit a suitable and sufficient Risk Assessment covering these and other risks identified. |

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| **Those high-risk activities will be undertaken on our stand** | 🞏 Naked Flames/ Hot surfaces/ Flammable substances/ LPG 🞏 Working machinery/ demonstration model or turntable/ vehicle on stand/ strobe or flashing lights/ smoke machine/ fumes / exhaust 🞏 Audio Visual display or film/ product demo gathering a large audience / Laser product 🞏 Water feature- exhibit or activity 🞏 Closely seated audience 🞏 Dangerous exhibit e.g. knives 🞏 Other (please email details to [**exhibitors@energynet.co.uk**](mailto:exhibitors@energynet.co.uk)) |

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| **FILLED IN BY:** |  |

|  |  |
| --- | --- |
| **JOB TITLE:** |  |

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| **DATE:** |  |