



NEC BIRMINGHAM  
23-25 MAY 2023

## FIT 2023 Show Site Rules

### MONTGOMERY GROUP SAFETY NOTICE

It is the policy of Montgomery Group to endeavour to seek the co-operation of all concerned in order to achieve the highest standards, in all aspects, of health and safety.

**SITE  
SPEED  
LIMIT**



1. **ACCESS** - Authorised access to the halls will be allowed for personnel who have read and understood the Site Rules.
2. **TRAFFIC RULES** - The maximum speed limit for vehicles is **5mph** and pedestrians have right of way at all times. All contractors and exhibitors must be vigilant and aware that forklifts will be operating during build up and breakdown and care should be taken at all times.
3. **EMERGENCY GANGWAYS** - Emergency gangways will be clearly identified and must be maintained to allow forklift movement and emergency access/egress at all times.
4. **PERSONAL PROTECTIVE REQUIREMENTS (PPE)** - All contractors & exhibitors are required to wear suitable protective clothing relevant to their job. This includes protection for eyes, ears, feet and hands. Protective footwear should be worn at all times. High visibility jackets **must** be worn in all locations where vehicles are operating (i.e. loading bays/ lorry ways).
5. **HOT WORK RULES** - A hot working permit must be obtained from the venue, prior to commencement of hot work e.g. ox -acetylene, cutting/welding, arc welding, gas/oil blowlamps, grinders, tar boilers, soldering or cutting of LEV metal pipes etc.
6. **WORKING AT HEIGHT RULES** - Appropriate management and safe methods of working at height is required at all times, checks on suitable equipment will be made onsite. Exhibitors/contractors using scissor lifts/ MEWPS must ensure that all operators have been properly trained and use appropriate safety devices, such as harnesses. Operators may be asked to show training/ competence.
7. **LATE WORKING RULES** - Exhibitors and contractors should plan to ensure that working outside of the published hours is not necessary. All staff must be made aware of and adhere to the current Working Time Regulations.
8. **ACCIDENTS AND 'NEAR MISSES'** - Any incident that occurs onsite must be reported to the Health & Safety Officer, Floor Manager or the Organisers Office.
9. **WASTE MANAGEMENT** - Emergency gangways should be kept clear off all building material, waste and exhibits at all times.
10. **SMOKING** - Smoking (including e-cigarettes) is not allowed in the halls at any time. Smoking is only permitted in designated smoking areas.

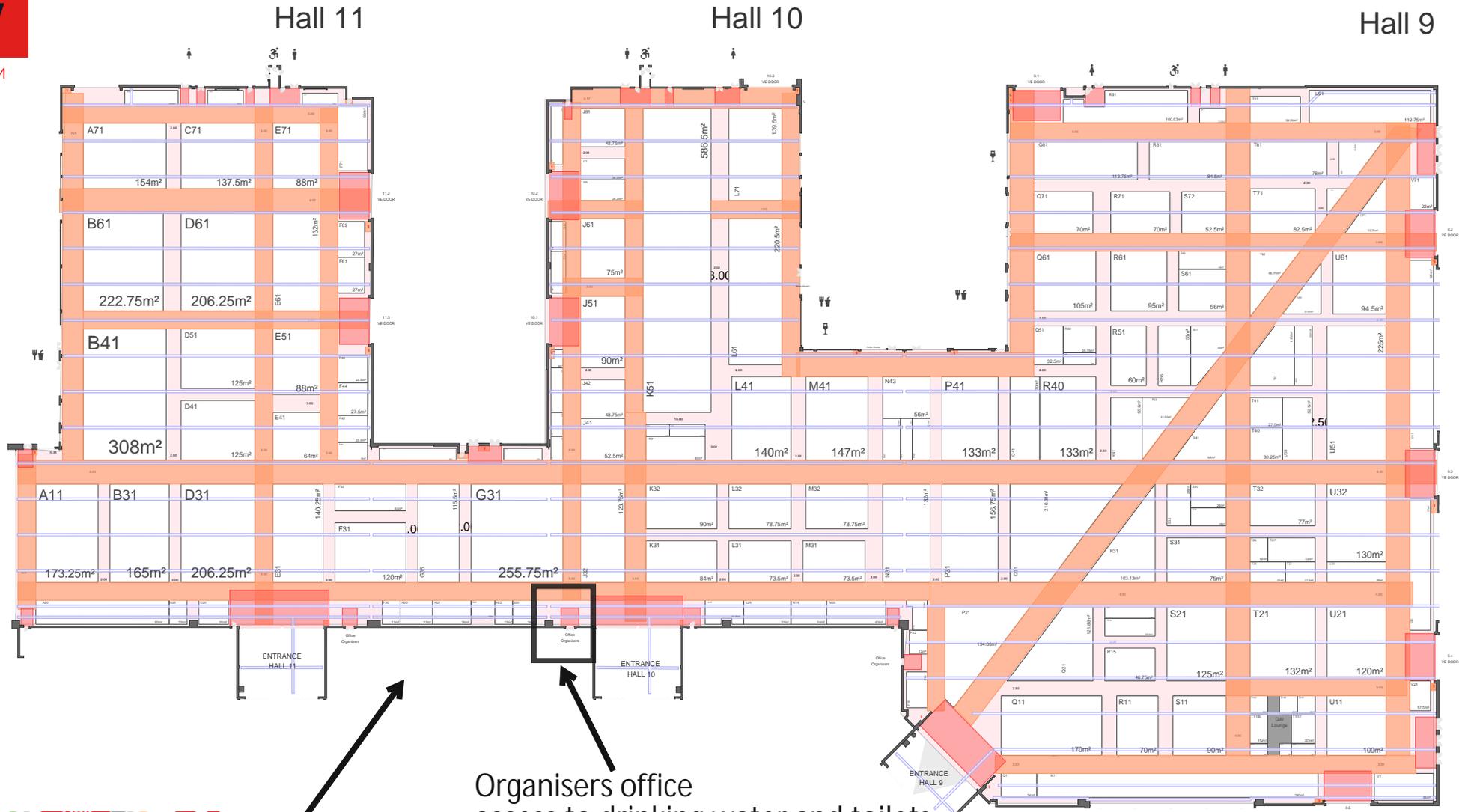
#### Contact Numbers:

Organisers Office:	<b>TBC</b>
First Aid / Medical Emergency:	0121 767 2222 (internal 2222)
Fire	0121 767 3333 (internal 3333)
Security Emergency N°	0121 644 6666 (internal 6666)



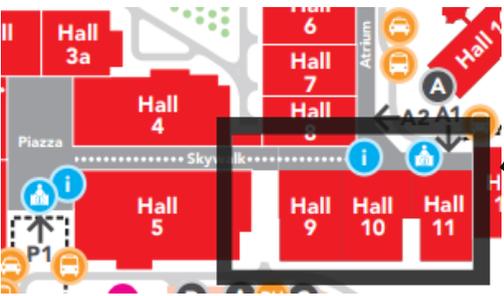
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# Locations Plan



Organisers office  
access to drinking water and toilets

First aid is located by Hall 5  
along the Skywalk



Catering area, Toilets & Seating area in the Atrium

**Emergency Gangways**  
emergency gangways must  
be kept clear at all times