

Construction Phase Plan

Event	RWM @ The NEC, 11 - 12 September 2024		
Exhibitor	Astute People		
Stand No	Stand No EN-130, 6m x 3m corner stand		
Assessor Name			
Signed		Date	08/07/24
What has the venue/client made you aware of?	The client has given DW Exhibitions access to the exhibitor's manual which gives us all the required information such as build regulations, etc		
Who else is working on the job with you?	DW Exhibitions staff will be installing the stand, no other contractors will be on site for the installation / dismantle of the stand.		
Who is the principle contractor?	DW Exhibitions Ltd are the principle build contractor.		
Is it notifiable to HSE?	No as the build / install will not exceed 500 days		
How will you communicate?	Communication will be clear to all contractors / sub-contractors on site and will be either verbally, email or phone calls.		
What are your welfare arrangements?	All DWE contractors / sub-contractors have been made aware of the location of the following: Toilets, eating areas, and rest areas. They also have an onsite file which shows a plan of these locations.		
What are the main dangers?	Hazards	Controls	
Falls from height	Minor to fatal	Correct use of supplied equipment such as ladders or tower scaffolds if required.	
Collapse of structures	Minor to fatal	Ensure all correct tools and builds are fitted correctly and securely.	
Other parties who may be at risk	Low	Ensure all gangways are always clear of debris.	
Waste	Low	Ensure all rubbish is disposed of in a correct manner.	
Mechanical equipment	N/A	No such equipment will be used on this build	
Electric/gas/water	Lighting	All wiring is pre-done prior to going on site and fixing.	
Noise and vibration	Low	Use of low noise power tools.	
Stability	Minor to Fatal	Ensuring all walls are secured and fixed correctly.	
Control of lifting operations	N/A	No such equipment will be used on this build	
Maintenance of plant and equipment	N/A	No such equipment will be used on this build	
Rigging	N/A	No such equipment will be used on this build	
Pyrotechnics, lasers, special effects	N/A	No such equipment will be used on this build	
Traffic routes/Moving traffic/Pedestrians	N/A	No such equipment will be used on this build	
Storage of materials and work equipment	N/A	No items will be stored on site of the build	

Manual handling	N/A	All staff have been briefed on manual lifting policy.
Hazardous substances	N/A	No such equipment will be used on this build
Other dangers?	N/A	No such equipment will be used on this build
A Risk assessment and Method statement must be undertaken for all identified areas of risk.		