

# BLAIRGOWRIE & RATTRAY HIGHLAND GAMES

Bogles Field, Essendy Road, Blairgowrie, Perthshire PH10 6QU  
 Games Day - Sunday 8th September 2019



## Traders Risk Assessment Form

Please ensure **ALL** sections are answered with a tick. If you answer **No** to any of the questions (apart from the first question under Bottled Gases) please state the action taken to mitigate the risk / hazard. (Use section at the end of page 2).

Traders Name :		
Trade Space Usage / Merchandise:		
Person in Charge of Trade Stand:		
<b>EMERGENCIES</b>	<b>YES</b>	<b>NO</b>
Any event / accident on a traders stand that could endanger / put staff or the general public at risk must be reported to one of the Games Officials immediately. All trade stand personal will be made aware of this requirement and given the appropriate contact points on Games Day.		
There will be a First Aid tent on the Games Field with trained First Aid personnel. Ensure trade stand personnel are briefed to be aware of its location.		
In the rare event that the Games Field has to be locked down, trade stand personal will be expected to remain at their stall until instructed otherwise by the Games Officials. Trade stand personal will be briefed accordingly.		
<b>GENERAL SAFETY</b>		
Ensure that any tents, gazebos, marquees that form part of the trade stand are properly sited, erected and anchored down to prevent them becoming a wind blown safety hazard. All guy ropes are to be contained within the allocated trade stand pitch.		
Trade stand vehicles parked adjacent to the trade stand to be parked so as not to cause any obstruction to designated public walkways, emergency routes or to generate a safety risk to the trade stand personal or the general public.		
Does anyone sleep on / occupy your stand overnight?		
<b>FIRE PREVENTION</b>		
Trade stand public areas (eg serving frontage), food preparation and cooking areas, food serving areas will all be maintained as NO Smoking zones. Applicable to Trade stand operatives and general public.		
Are the fabric walls, roof and doors of your tent / gazebo / marquee certified as flame resistant material?		
As part of your normal operation do you identify any combustible materials that could cause combustion or promote the spread of flames such as cardboard, paper, plastic, bottled LPG, generator fuel and then isolate, take measures to reduce any potential fire risk or safety risk to operatives and the public.		
There will be at least 1 fire extinguisher / fire blanket on the stand and available at all times.		
The fire fighting equipment used on the stand has been tested during the last 12 months		
The people manning the stand are competent in the use of the fire fighting equipment		
The trade stand will not stock or sell fireworks, garden flares, household candles or tea lights.		
Do you use a silenced generator on your stand?		
Do you require to store fuel, in suitable containers, for the generator on / adjacent to your stand?		

<b>BOTTLED GASES</b>		
Do you use any bottled gases on your trade stand? IF YES PLEASE ANSWER FOLLOWING QUESTIONS		
Do you have valid inspection / relevant safety test certificates for all appliances, equipment, pipework and bottles and will ensure copies are available for inspection at the trade stand on Games Day?		
Are the bottled gas cylinders kept outside your stand but in a location that is totally protected from the general public yet readily accessible in the case of an emergency?		
Ensure all bottled gas cylinders to be isolated at the cylinder when not in use.		
Ensure only trade stand personal trained in the use of bottled gas are allowed to work with associated equipment and cylinders.		
<b>REFUSE AND GENERAL TIDYNESS</b>		
Ensure there are sufficient refuse bins on the trade stand to match discarded refuse and prevent the build up of any loose piles of rubbish materials. Bins to be emptied as necessary during the day and at close pitch to be left clear of all rubbish.		
Throughout the day check and ensure that all cables, trailing leads, stored materials etc are positioned to prevent them becoming trip hazards.		
<b>COMPLIANCE DOCUMENTATION</b>		
Do you have valid documentation for all regulatory and safety legislation that you are required to comply with for your trade stand operation? Copies to be available on the stand on Games Day.		
NB. The purpose of this form is to allow the Games Committee to position your stand in an appropriate location on the Games Field and for you to sign up to the safety criteria for the Games. It does not relieve you from compliance with Statutory or Local Council requirements.		
<b>Comments related to any NO answers</b>		
<b>Signed by</b>		
<b>PRINT NAME</b>		
<b>Dated:</b>		