

Trade stand COVID-19 Risk Assessment

This risk assessment must be completed by **all** trade exhibitors prior to the Show. Alternatively if you have a COVID-19 risk assessment of your own please forward a copy to Jenny McNeill jenny@ruas.org.uk Using the suggested information or any other relevant details you want to include please complete the form in relation to your stand at the Balmoral Show.

Company Name _____ **Contact Name** _____

What are the Hazards the spread of COVID-19

Who might be harmed will generally be the persons working on the stand and the visitors to the stand but there may be other persons involved such as build contractors etc. Please include all those involved.

Controls required will be the control measures that you will be adopting to minimise the spread of the virus – they may be different for each stand and may vary because of factors such as the size of the stand, the activities that will take place in the stand, the target clientele that may visit the stand, the location of the stand etc.

Think about the following (not all may be applicable to your stand and not all may be practicable).

1. Preventing persons who may have COVID-19 accessing the unit – almost impossible to do for visitors (patrons) but you could require persons working on the stand that they should not come to work if:
 - They have tested positive for COVID-19 in the past 10 days,
 - They are isolating,
 - They or a member of their household group have exhibited symptoms associated with COVID-19 in the past 10 days.

Unless the person working on the stand has taken a test that has been negative in the past 2-3 days.

2. Ensuring the ventilation to the stand is maximised as practicable as possible.
3. Ensuring that there are suitable arrangements for hand sanitising for persons working on the stand and for visitors to the stand.
4. Ensuring that there are suitable arrangements for sanitising contact surfaces on your stand.
5. Ensure where practicable that persons working on the stand can socially distance (distance will be confirmed prior to the Show and will be based on Executive advice at that time). This could be achieved by signage encouraging social distancing, or by signage advising the maximum number of persons permitted inside the stand at any given time (the RUAS) can assist with this calculation if requested).
6. Requiring / encouraging the wearing of face coverings.

Additional Information – you may want to include other factors that will impact on the spread of COVID-19.

Actions – list the actions that you will take on your stand–see information above re controls required.

Actions by who and when – insert the name of your organisation and where appropriate the name of the person who will oversee the COVID-19 arrangements prior to Show opening.

Actions Undertaken – Yes/No

What are the Hazards	Who might be harmed	Controls Required	Additional Information	Actions	Actions by Who and When	Actions Undertaken (Yes/ No)
Spread of COVID-19	Persons working within stand, visitors to the stand, Contractors building the stand	See above	<p>A Vaccination Programme commenced in Northern Ireland in December 2021 with everyone over 18 having been offered a first and second dose. Persons not been offered a first and second dose are considered to be in the lower risk categories. A similar programme is being delivered in Southern Ireland – it is approximately 4 weeks behind the programme in Northern Ireland.</p> <p>The RUAS is implementing a number of Control Measures including endeavouring to exclude infected persons from the Event, restricting the numbers attending and increasing circulation space to promote social distancing, providing signage and sanitising units etc</p>	Eg Sanitiser on stand		