

**Ysgrifennydd / Hon.Secretary**  
 Delyth Williams  
 Neuaddlwyd Isaf, Ciliau Aeron  
 Lampeter, Ceredigion, SA48 7RE

**Tel:** 01545 570 501

**Email:**  
 secretary@cardigancountyshow.co.uk



**Cadeirydd / Chairman**  
 Mr Aled Davies

**Twitter:** @SAberteifi

**Website:**  
 www.cardigancountyshow.co.uk

**RISK ASSESSMENT FORM**

Company Name: .....

Address: .....

..... Post Code: .....

Telephone No: ..... Mobile No: .....

Email Address: .....

Responsible Person: .....

Signature of Assessor: .....

Date Signed: .....

<u>HAZARD</u>	<u>PERSON AT RISK</u>	<u>CONTROLS TO MINIMISE RISK</u>
	<b><u>FIRE ASSESSMENT</u></b>	
<u>HAZARD</u>	<u>PERSON AT RISK</u>	<u>CONTROLS TO MINIMISE RISK</u>
<b>DO YOU CARRY A FIRE EXTINGUISHER? Yes / No.</b>	Type: Size:	
<b>*LIQUEFIED PETROLEUM GAS</b>	<b>CYLINDER SIZE</b>	
	Type:      Size:	
<b>(LPG) ON SITE: YES / NO</b> <b>(PLEASE CIRCLE)</b>	Type:      Size:	

**\*\*\* PLEASE READ GUIDANCE NOTES OVERLEAF BEFORE COMPLETING THIS FORM \*\*\***

## **GUIDANCE NOTES FOR COMPLETING RISK ASSESSMENT**

When completing or supplying risk assessments for your presence at the Cardigan Show, we need you to demonstrate how you will ensure that you and your activities will not expose visitors and other exhibitors to the show to unacceptable risk.

When producing your risk assessment identify any hazards related to your activities that visitors or other exhibitors may be exposed to

Explain how the risks related to those hazards will be controlled.

For example, if you have gas bottles to feed cooking appliances, explain how you will ensure that they are kept safe so that they are not knocked over and not tampered with, and how you will prevent the risk of ignition sources being brought in to close proximity to the bottles. You would also have to indicate how you would deal with emergency situations such as fire or explosion of the gas bottles.

Any generator that has an external earth connection designed to be connected to an earth electrode must be earthed through a suitable electrode that has been installed in accordance with the generator manufacturer's or supplier's instructions. Generators that do not have an external earth connection designed for connecting to an electrode may only be used to supply individual items of equipment and should not be used where several items of electrical equipment will or could be connected simultaneously, for example, as a general electrical supply to a stall

Obviously, you should have risk assessments and safe systems of work for your staff, and these are important, but unless they also cover other people who could be affected, they would not cover our requirement.

**THIS FORM MUST BE COMPLETED IN FULL. "NO RISK / NONE / N/A"**

**IS NOT ACCEPTABLE**

Please contact the Secretary for assistance.