

FOR REFERENCE ONLY

TASK	Hazards	Who is at risk?	Rick Level	Mitigation Measures required:
Working in unfamiliar environments for exhibition/event	Inadequate action due to procedures and facility unfamiliar	Exhibitors and Staff	Very High High Medium Low	Staff to be given guide lines on evacuation and fire procedures specific for event
Manual Handling of Boxes, Boards and products. Re Stocking in stores	Lifting heavier items than capable. Sprains, Strains, Bruising and crushes	Exhibitors and Staff	Very High High Medium Low	Trolley to be provided, staff trained in lifting techniques. Contact with lifting contractor when required. Two People lifting practices
Working at height whilst installing fixtures and fittings to stands	Fall from Height, Crush Injury	Exhibitor & Staff	Very High High Medium Low	Specialist Contractors to install majority of stand, structure to be approved. Dressing done using suitable step ladders (NOT FURNITURE) and training provided.
Event Working Environment	Potential Rubbish, materials in aisles, trailing wires, stands fittings. Hazards resulting in Trips, Slips and falls	Exhibitor & Staff	Very High High Medium Low	Stand Manager ensures staff has received Health & Safety awareness. Cleaning services provided by the organizer. Stacking of products and materials is done correctly.
Stand Security	Thefts, Abusive/Angry persons	Exhibitors and Staff	Very High High Medium Low	Secure products and storage on stand. Staff briefed on keeping minimal only display. Staff awareness of dealing with difficult visitors/persons. Made aware of the nearest position of a member of Security for the event.

<p>Application of Nail Extensions & Manicure & Application of Nail Art</p>	<p>Nail Clipping flying into eye area Filling of Nails –Cuts Buffing of Nails – Heat Allergic Reaction to products Spillages Cross Contamination Gluing</p>	<p>Tech & Client</p>	<p>Very High High Medium Low</p>	<p>Extra Care when taking off clippings with the option of wearing goggles Extra Care taken, buff down files, so they are not so sharp Extra care taken, communicate with client their sensitivity level Answer relevant questions on consent form & advise on Aftercare and give number of referrals Decant liquids into Mende Pumps and powders into dampen dishes with lids Option of New files to be used with each client Acetone to be present to dissolve glue & cold compress First Aid – to be contacted VIA Security/Stewarding Officers in all cases</p>
<p>Waxing Demonstrations</p>	<p>Skin allergy Spilt wax Wax too hot</p>	<p>Volunteers for demonstration</p>	<p>Very High High Medium Low</p>	<p>Check with individual for skin allergies and patch test. Take care when applying for drips – tube application avoids this. Check temperature of wax before application (machine has thermostat)</p>
<p>Henna Tattoos</p>	<p>Skin Reaction, Cross Contamination,</p>	<p>Visitors undergoing treatment</p>	<p>Very High High Medium Low</p>	<p>A trained therapist who will be performing this procedure. They are fully aware of the risks associated with the procedure. All equipment is sterile and are 100% disposable, all materials used are clean and disposed correctly after use. Skin test will be made prior to procedure. All visitors will be provided with after care advice and possible side effects.</p>

				Before the visitor undergoes the procedure they would be fully aware of the side effects and they will sign a consent form.
Threading	Swelling, Bruising, Eyes	Visitors undergoing treatment	Very High High Medium Low	Infection control measures will be in place at the stand. All visitors will be provided with after care advice and possible side effects. Before the visitor undergoes the procedure they would be fully aware of the side effects and they will sign a consent form.
Warm Wax application	Bruising Burning Skin Removal	Visitors undergoing treatment	Low	A trained therapist will perform this procedure, all visitors will be patch tested before undergoing treatments. All visitors will be provided with aftercare advice. The wax temperature will be regularly monitored.
Self - Tanning	Cross Contamination, Allergic Reaction,	Visitors undergoing treatment	Low	All visitors will be patch tested before undergoing treatments. All visitors will be provided with aftercare advice. Each individual will receive a small amount of Self-Tanning cream which they will self-administer. The use of recyclable containers are provided and thrown after use.
Hand only treatments on Microdermabrasion.	Allergies and reaction to products, contra indicated to treatment.	Visitors	Low	Therapists are all aware of contra-indications for treatment and will check with the client. Ingredients of products are available. After care advise given. All staff demonstrating is trained to Level 3 minimum.
Setting up beauty couch	Fingers trapped in collapsible hinges	Exhibitors	low	Use two people to erect couch carefully

Clients getting onto couch	Beauty couch tipping over	Exhibitors & visitors	low	One person to support couch while clients get onto couch
Securing cables from equipment, to wall plug sockets	Trip over trailing wires	Exhibitors & visitors	low	Equipment trolleys are positioned close to the wall to ensure nobody walks over cables.
Performing facial treatments, directly in contact with skin	Cross infection from client if any skin conditions present	Exhibitors & visitors	low	Use hand sanitizer before each client. Do not treat clients with contra indications and use clean cotton wool for each client.
Stepping into store room on stand to gain access	Climbing over the high section could result in tripping over or banging leg	Exhibitors, contractors & sub-contractors	low	Making sure the area is clear before entering.
Small raised edge around the perimeter of the stand	People could trip over on the edge whilst stepping onto the stand	Exhibitors, visitors, contractors, sub-contractors, organisers & venue staff	low	The edge of the stand is a distinctively different colour to the surrounding carpet area
Facial (Inc. ultrasound, galvanic, micro-current, faradic, infra-red), Non-surgical Face Lifts, Oxygen Pressure	Products in clients eyes	Visitors undergoing treatment	Very High High Medium <u>Low</u>	Ensure client keeps eyes closed during treatment and wears eye protection aids if necessary. Eye wash will be available in the first aid kit on the stand.

	Cross contamination.	Visitors undergoing treatment	Very High High Medium Low	Sterilize accessories on equipment after each use. Use disposable consumables during facial treatments. Therapist will wear new gloves during each treatment where necessary. Waste will be disposed of appropriately at the end of the day.
	Reaction to treatment	Visitors undergoing treatment	Very High High Medium Low	Before each treatment go through Bio-Therapeutic/3D Lipo consultation form to assess concerns or contraindications if any. Post treatment reiterates the aftercare procedure of each treatment to prevent side effects.
	Therapists safety	Visitors undergoing treatment	Very High High Medium Low	Ensure therapist wears appropriate PPE including face mask for treatment where necessary
	Discomfort during treatment	Visitors undergoing treatment	Very High High Medium Low	Therapist must follow proper procedure during application of equipment. Adhering to manufacturer's instructions and training on equipment.
	Allergy to products or equipment.	Visitors undergoing treatment	Very High High Medium Low	Allergies are discussed during consultation and alternatives are available on the stand.