














Build-up and Breakdown (Construction and Dismantling Phase)

infosecurity[®]










EUROPE

02-04 JUNE 2020 OLYMPIA LONDON



As an Exhibitor or Contractor working on the Arabian Travel Market site during the Construction phase (Build-up) and Dismantling phase (Breakdown) of the event, the site rules below must be adhered to and warnings considered in your planning. These site rules must be distributed to all that will be working onsite so please ensure you cascade them to your employees, contractors and sub-contractors. The rules below are in addition to the rules and regulations published in the exhibitors and contractors' manuals.

	Emergency Gangways and fire exits must be kept clear at all times
	No Unauthorised Access. Children under the age of 16 will not be permitted.
	No smoking in exhibition halls or the lorry way.
	Drinking of alcohol onsite during the build up and breakdown phase is forbidden. The taking of illegal drugs is strictly forbidden at all times.
	Site speed limit of 5mph must be adhered to at all times.
	High visibility clothing is required to be worn during build up and breakdown as a result of the activities being undertaken.
	Hard hats Must be worn in designated areas. These areas are where there is overhead work taking place.
	Safety footwear is advised to be worn throughout the build-up and breakdown. This is at the discretion of the exhibitor/contractor as a result of the activities being undertaken. OPEN TOED SHOES WILL NOT BE PERMITTED AT ALL DURING THE BUILD-UP AND BREAKDOWN.
	A permit to work is required before any hot working commences
	Machine and tool guards must always be used. Non-guarded machinery will not be permitted to be used and non-guarded tools will be confiscated.
	Trailing cables must be minimised wherever possible. Where they are required they must be clearly identified and used for the minimum time possible.
	All temporary scaffold towers must be correctly built in line with manufacturer's instructions and persons erecting must be suitably trained and competent.
	All working at height must be planned to minimise risks involved so far as is reasonably practicable.

Site Warnings:

	Caution – Slip & Trip Hazards
	Caution – Fork Lift trucks will be operating
	Caution – Crane operations & overhead working in designated areas
	Caution – Vehicle movement
	Caution – Working at height, danger of falling
	Caution – Live electrical installations
	Caution – Guard dogs on patrol
	CCTV in operation
	Unsafe working practices will not be tolerated. Work will ultimately be stopped and persons involved escorted offsite if

Useful information:

	The First Aid room is adjacent to the entrance of Hall 5, just off concourse 2. It can be contacted through organisers office or any security personnel at each hall entrance. If you need URGENT medical assistance either call Emergency Medical Services (EMS) on DWTC internal extension 4040 or if you are using a mobile phone +971 (0)4 306 4040.
	If it is outside of standard hours or if there is no response from the number above please either call DWTC internal extension 4600 or call +971 (0)4 306 4600 if using a mobile

- All **vehicles** requiring access to the halls must report to the holding area.
 - Access to the halls will be with a **Contractor Badge issued by DWTC**
 - There are many catering outlets in the concourse at DWTC.
- **Drinking water** is available to be purchased from the outlets in the concourse at DWTC.
- There are permanent **toilet facilities** available at DWTC.

 **Site safety starts here**