



# IMPORTANT INFORMATION



**VENUE:** Titanic Exhibition Centre, Belfast  
**EVENT:** Selfbuild Live Belfast 2019

## SITE RULES

Site rules and all relevant Health & Safety legislation must be complied with.  
All requests from the Event Controller and his staff at Selfbuild Ireland Ltd must be adhered to.

***Everyone onsite should behave in a safe manner with consideration to their own self and others.***

### TRAFFIC



A speed limit of 10 MPH will be in operation at all times. No exhibitor vehicles, with the exception of display vehicles, are allowed inside

### PARKING



No vehicles should block fire exits - even for offloading. Cars and vans should park at least 5m away from any exit points. Once offloaded, all vehicles must move to the car park

### PPE



Safety shoes/boots should be worn during build-up and breakdown. Other PPE is to be worn as required.

### WORK AT HEIGHT



Wherever possible, work at height is to be avoided. Otherwise, it should be carried out from a safe work platform. The use of ladders is not encouraged and must be risk assessed. Tower scaffolds must be erected by competent personnel.

### LATE WORKING



Working times are 8.30am – 8pm on normal build-up days. Any times outside of this must be approved in advance with the organisers

### WASTE



Work areas must be kept tidy and stands must be safely dismantled and removed after the show. Materials held onsite must be restricted to what is essential. Aisles are to be kept clear as much as possible.

### POWER TOOLS



Tools are to be used with due consideration of risks to you, any staff and others in the area.

### CHARGING

There is a charging area for power tools at the organisers office which is to be used if there is no power on your stand – no leads should run across the aisles

### CUTTING

There will be a cutting area available which must be used to avoid damage to venue carpet and stop sparks and debris. Ear defenders and goggles to be worn as appropriate.

**HOT WORKS ARE NOT PERMITTED.**

## SITE INFORMATION

### **EVENT CONTROLLER & SAFETY OFFICER:**

Brian Corry

**ORGANISERS OFFICE:** Is located at the Selfbuild Info Centre

**FIRST AID:** Will be provided from the Organisers Office during show build, show days and breakdown.

### **EMERGENCY CONTACT NUMBERS:**

**ONSITE:** 07970 518 269

**OFFICE:** 02897 510 570

**EMERGENCY EXITS:** Are located around the perimeter of each hall

**TOILETS:** Are available and sign posted. Toilet wash hand basins must not be used for cleaning tools or paint brushes

**CAFÉ:** The café in the foyer will be open during show days. A Spar is located behind the Premiers Inn

**VEHICLE & PEDESTRAIN ROUTES:** It is difficult to separate vehicle and pedestrian routes during build; therefore, care should be taken at all times. High visibility clothing is recommended.