

## DOGS NSW PRE-EVENT CHECKLIST

ISSUE	REQUIREMENTS	Yes	No	N/A	COMMENTS
Are the weather conditions hazardous?	Is there heavy rain, hail, or fog visible or forecasted? Consider how this will be managed. Refer to extreme weather regulations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Is Powered lighting adequate to conduct event (car headlights not acceptable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Facilities Maintenance	Emergency maintenance service providers planned and contact numbers on hand?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire safety precautions	All Fire Exit doors operational and unhindered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Escape routes free of obstructions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Clearly and correctly signposted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Management	Unobstructed access for emergency service vehicles and personnel to all areas of the venue?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	A dedicated first aid/medical site available?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Is there a Defibrillator onsite and has been checked?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
First aid Signage	First aid posts clearly marked and easily accessible:				
Dog restraint	Have exhibitors been informed dogs must always be in control? Have or will regular announcements be made?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental	Process for informing patrons of potential wildlife hazards, e.g. snakes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Dangerous terrain such as steep inclines or watercourses?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Dangerous vegetation, e.g. trees that could drop branches during windy weather,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Extremes of temperature Hot / Cold / UV radiation	Adequate temporary structures or shelters? To protect officials Have you reviewed the DOGS NSW 'Extreme Weather Policy'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Temporary Structures	There is adequate provision / space for temporary structures such as gazebos / shade tents: i.e. not obstructing walkways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Ensure temporary structures are suitable and secured to ground safely:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	There are no adverse weather conditions or warnings e.g. high winds which would prevent temporary structured being erected or in situ safely	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Show Arenas	Ground is level, firm and in good condition e.g. no holes or trip / fall hazards/ no slopes or erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	There are no slip / fall hazards because the ground is too wet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	There is provision to assess safety of arenas should it rain during the event?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Has it been reported to facility owner any potential hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Hazardous areas have been clearly identified (with orange cones or similar) and cordoned off to prevent access and exhibitors instructed to avoid area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Rings are clearly defined and any ropes used have fluorescent flags/ or are highlighted to prevent trip and fall hazards or painted boundary lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Has the grass been mowed to a height that may assist in preventing trips	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
First aid Signage	First aid posts clearly marked and easily accessible: (move up)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Footwear	Are exhibitors aware that they are required to wear footwear that is in good condition and suitably supported closed in shoe, puncture resistant (no high heels, thongs or sandals) Reinforce with Stewards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Fit to participate	Have the exhibitors been informed they must be 'physically fit to participate'	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Photos	Were any photos taken of site to support checklist, if so, please provide detail of issue and location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Other/additional comments						
<b>Completed by (print name):</b>		<b>Position:</b>		<b>Signed:</b>		<b>Date:</b>