

SAFETY BULLETIN

FOR IMMEDIATE IMPLEMENTATION

RE: BUILDINGS, GROUNDS, & VEHICLES

Injuries fall into two basic categories:

- The unanticipated injury caused by something we cannot see or a situation that is created beyond our immediate control; or
- A visible situation or condition that is “an accident waiting to happen.”

The unanticipated is very difficult to prevent in most cases. However, we can—by carefully thinking about what we are doing—make some impact.

The unanticipated is typically not the major claim loss problem. The problem area is “an accident waiting to happen”—some condition or situation that can be seen or should have been anticipated. This is an area where everyone can contribute. Everyone must concentrate on preventing the “accident waiting to happen.”

We need to think about any potential hazard which your area of responsibility may have. Or about a situation that could be created which could cause personal injury to a Fair patron, you, or anyone around you. It has been prevalent in the fair industry for many years that the majority of all claims and losses are due to SLIP, TRIP, and FALL injuries.

We can anticipate and prevent SLIPS, TRIPS, and FALLS. It is our responsibility to take charge and be absolutely positive there is nothing that can cause any to SLIP, TRIP, or FALL.

This includes set-up, operation, and teardown. Be particularly conscious of leaving equipment and materials lying on the ground during set-up and teardown. People are wandering about the grounds during these times looking for jobs, etc., and can easily injure themselves. When the Fair opens to the public there is absolutely no reason to have anything which a Fair patron could step into or trip over. It is your responsibility to keep your area clean and free of any slip, trip, or fall hazards. Think about it!

SAFETY CHECKLIST

- Is free access provided to all emergency First Aid equipment and all emergency exit doors in buildings? (Do not obstruct with exhibit booth material such as drapes and pipes or portable livestock pens.)
- Is there a program to test and put in operable condition all First Aid equipment (e.g., emergency lighting, illuminated “EXIT” signs, portable fire extinguishers, fire hoses, alarm annunciators, automatic fire suppression systems) prior to the opening of the Fair?
- Are all emergency exit doors unlocked from the inside and “EXIT” signs illuminated during hours of occupancy?
- Are golf carts and motorized vehicles prohibited on the midway whenever the Fair is open to the public?
- Are cart drivers required to be 18 years of age or in possession of a valid driver’s license?
- Is there a formal emergency action/evacuation plan?
- Is there a program to inspect bleachers for loose, broken, or splintered members and to make repairs prior to use? (This is especially important for portable bleachers after they have been moved.)
- Is there a program to inspect portable chairs, benches, and tables for defects and to make repairs before the Fair?
- Are there holes in the ground, missing or unsecured manhole covers, or loose objects on hard surfaces (e.g., broken asphalt, gravel, tree limbs) that could cause someone to trip or fall?
- Are all ground level power cords and hoses arranged in such a manner as to minimize a tripping hazard?
- Is there a program to promptly clean up wet spills and caution pedestrians of the slip hazard?
- Are changes in elevation (i.e., steps) highlighted in a contrasting color?
- Are “NO SMOKING” signs prominently displayed both inside and outside buildings, including animal barns, and is the policy strictly enforced?
- Are there exposures to electrical shock? (e.g., wiring, open receptacles, unprotected connections in distribution panels?)

- Are there exposures to sharp edges or pinch points?
- Are portable propane tanks secured in an upright position? (Bungee cords are not sufficient.)
- Are appropriate fall arrest protection and training utilized when employees are working above ground level?
- Are handwashing facilities and safety signage available at those locations where people have contact with animals?
- Are portable electrical generators properly grounded in accordance with the National Electric Code?

VEHICLES

There are always pedestrians and other vehicles on the Fairgrounds and interior roads. The Fair & Exposition has interior and perimeter service roads for golf carts and service vehicles.

Vehicles must only be allowed to operate on designated routes and times for both open and closed hours of operation, except for emergency vehicles. (See Golf Cart and Service Vehicle Safety Program.)

Golf carts and service vehicles should not be permitted on the midway or in pedestrian travel areas during hours of operation.