

## WORKING SAFELY AT THE RAI



### Safe Working Practices – updated policy

RAI Amsterdam is committed to ensuring a safe working environment for everyone on site. Our already comprehensive safety regulations have now been further enhanced to comply with Dutch legislation and regulations and meet the increasing demands of international organisers.

Our ten golden rules for a safe and secure working environment are listed overleaf.

#### CONCRETE CHANGES

**1)** Everyone must visibly wear a valid badge and safety shoes during the build-up, and have a safety helmet with them. This also applies to the period when the stands are being set up.

**2)** Although the obligation to wear a helmet when the red light is on has not been changed, there is now specific enforcement via the designation of risk areas to ensure the helmet obligation is aligned to the actual risks. This means that people can be compelled to wear a helmet even when the red light is off.

**3)** The breakdown of events starts 2.5 hours after they have ended. In the meantime, the hall will be prepared for breakdown and people with valid build-up/ breakdown badges are asked to stay away. After this 2.5-hour period everyone must visibly wear a valid badge and safety shoes, and carry a safety helmet.

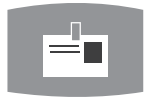
#### ACCESS & SAFETY CENTRE

The Access & Safety Centre is located in the Hospitality Crew Centre and is dedicated to helping stand builders and personnel, our own staff and suppliers to comply with the new safety regulations. It is the place from which access badges are issued for the build-up and breakdown of events. The hire and sale of personal protection equipment such as safety helmets and shoes are also arranged here.



# Ten golden rules

For a safe and secure working environment.



## 1. Access

Access only to people over 16, with a valid badge.



## 2. Safety shoes

Wearing certified safety shoes is compulsory during build-up and breakdown periods.



## 3. Safety helmet

Carrying a certified safety helmet is compulsory during build-up and breakdown periods. The helmet must always be worn when the red safety light in the hall is on.



## 4. Smoking

Smoking is prohibited inside the buildings.



## 5. Alcohol and drugs

Alcohol and drugs are prohibited when carrying out activities inside and out.



## 6. Emergency exits

Emergency exits and yellow transport aisles must always be kept obstacle-free.



## 7. Fire extinguishers

Fire extinguishers must always be accessible.



## 8. Working at heights

People working above 2.5 metres must be properly secured via a safety harness. The maximum permitted amount of time working on a ladder is two hours.



## 9. Transport

- Maximum speed inside is 5 km per hour and 10 km outside.
- Vehicles should only be driven in the halls with permission.
- The forks of a forklift should not be raised more than 15 cm above ground.
- Never lift people with a forklift.
- Using a phone while operating a vehicle is prohibited.
- Forklifts should only be operated by trained personnel.



## 10. Materials and equipment

Only use certified (CE) machines and tools.