

# Site Rules

**nec**  
Birmingham

**ALWAYS WEAR A HIGH VISIBILITY VEST OR JACKET WHEN LOADING AND UNLOADING VEHICLES**



**We want everyone to be safe at our venue. The following applies to all contracted staff, organisers, exhibitors and authorised visitors:**

- Vehicle access into the halls and or a CDM site has to be approved by the Venue/Principal Contractor (organiser) for the event.
- Be safe and be seen - high visibility vests must be worn at all times when off-loading and loading your vehicles within the loading bays (areas immediately outside the halls).
- All forklift and vehicle movement within the halls and outside the halls that are directly linked to an event must be coordinated and managed safely by the Principal Contractor (organiser) of the event. Please refer to the NEC Forklift Policy.
- Comply with NEC Traffic Rules at all times.
- Emergency gangways should be maintained to allow cleaning tractors, forklift movement and emergency access/egress at all times.
- Emergency gangways must be clearly identified and communicated to all personnel working within the halls/CDM site.
- Only authorised access to exhibition halls is allowed - all personnel working within a CDM site must be inducted and informed of the NEC site rules.
- Appropriate management and safe methods for working at height is required at all times.
- Hot work requires a hot work permit from the venue.
- All accidents, incidents & near misses both within / outside the halls must be reported immediately to the Principal Contractor (organiser) the Venue Event Manager.
- Work tidy - maintain good housekeeping at all times and dispose of all waste in an appropriate manner.
- Smoking (including e-cigarettes) is only permitted in designated smoking areas.
- The Venue Event Management and Health & Safety Teams have access to all CM sites at all times.



**FORK LIFT TRUCKS OPERATING**



**5 MPH SPEED LIMIT APPLIES**



**NO SMOKING**



**HIGH VISIBILITY VESTS MUST BE WORN WHEN VEHICLES ARE OPERATING**



**LORRIES & HEAVY PLANT OPERATE IN THIS AREA**



**TRIP HAZARDS**



**NO ACCESS TO CHILDREN UNDER THE AGE OF 16 DURING BUILD AND BREAKDOWN**



**NO UNAUTHORISED ACCESS**



**UNAUTHORISED VEHICLES OR THOSE CAUSING A SAFETY HAZARD OR OBSTRUCTION WILL BE REMOVED**