



MidCoast Council

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6538 5255

# Market Induction

2016

## Work Health and Safety

This is a site specific induction for stallholders of the Gloucester Farmers Market Site. The induction will cover the hazards, control measures and site safety rules that apply to each area of the market site. You are encouraged to keep all of the information provided during this induction.

These procedures, which form part of the Market Charter and cover the hazards, control measures and site safety rules that apply to each area of the Market site.

### Site access

Entry and exit to and from the site is via Denison Street, immediately to the west of the toilet block as shown on the map on page 2 of this induction. All vehicles entering the site will observe a 10 km/hr speed limit at all.

### Emergency evacuation and assembly area

Council has an Emergency Evacuation Plan for this site. In the event of an emergency, as a visitor you are required to strictly follow the directions given by the Market Coordinator.

The Emergency Assembly Point for this site is located at the toilet block in Dennison Street. You will be notified of any requirement to evacuate by the Market Coordinator raising the alarm and directing you to evacuate. You should move to the Assembly Point unless instructed to do otherwise. In the event that an emergency vehicle is required to enter the site, the Market Coordinator, will direct a person to the vehicle entry point to assist with directing the emergency vehicle to the required location.

### First Aid & Fire Extinguisher

A First Aid Kit and Fire Extinguisher will be on hand to the right of the centre stage. Signs will be in place to inform stallholders and visitors to the market where the First Aid & Fire Extinguisher can be found.

### Fuel and Chemical Stores

If you are bringing any potentially dangerous chemicals such as fuels and oils on to the Market, you must notify the Market Coordinator and provide a copy of a **product Material Safety Data Sheet (MSDS)**.



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## Identifying Hazards and Risk Assessment

A **comprehensive risk assessment has been prepared** for this site and will be available on the New Market website. Alternatively, you should consult the Market Coordinator if you need a copy of this document. Stallholders are also required to complete a risk assessment of their stall and to provide a copy of this to the Market Coordinator to keep on file.

## Vehicle Movements

Other than Emergency Service Vehicles, only Stallholders may bring vehicles onto the site and must obey a 10 km/hr speed limit at all times. It is suggested that where reversing cannot be avoided, another person spots for pedestrians. Vehicles entering the site must be in position with the engine off prior to the commencement of the Market and may only leave once the market is closed. No vehicles may move within the site during market opening times.

## Drinking Water

Fresh drinking water is available at the front of the amenity block located on Denison Street.

## Canopies, Tents and Ropes

Stallholders are to secure sites against wind, rain and storm events. In extreme weather conditions, the Market Coordinator may decide to cancel the market for that particular day. All ropes are to have high visibility ribbons attached so as to ensure they are visible. Avoid stringing ropes in high pedestrian areas and ensure that all tent pegs/stakes are covered with plastic or cloth protection in case any person falls on them.

## Toilet Facilities

Stallholders are to use the public toilets on Denison Street.

## Power Lines and Electrical Equipment

There are no identified overhead power lines on this site; however there may be several powered sites that access power from the toilet or BBQ blocks. All shelters, equipment, fittings or materials used at the Market are subject to a safety inspection. The outward sign of electrical compliance with the Act will be an Electrical Test Tag to AS3760. All leads and cables must be secured in a manner so as not to create trip hazards.

If any shelters, equipment, fittings or materials are deemed not to comply with OH&S regulations, or are considered to be unsafe for any reason, they shall be removed from the site at the expense of the Vendor.



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## Injury

Any injury regardless of how minor must be reported to the Market Coordinator who will assist you with first aid and record the details of the injury.

## Information to be retained by the Stallholder

You are encouraged to retain this information as it provides details that you may wish to refer to at a later date.

Should you require further information concerning the hazards, control measures, safety rules or the operation of the Market site, please consult the Market Coordinator 02 6558 1408

## Gloucester Farmers Market Map

