MARTIN PLANT HIRE

RISK ASSESSMENT – ROAD EXPO SCOTLAND 2026

Company	Martin Plant Hire	**Event**	Road Expo Scotland & Bridges Scotland 2026
Venue	SEC Glasgow, Exhibition	**Stand**	C2
Event dates	24–25 November 2026	**Activity**	Exhibition attendance and static display of plant hire equipment

Scope: This assessment covers preparation, loading, transportation, unloading, positioning, static display, visitor interaction, stand management and removal of equipment.

Assumption: Machinery is for static display only. Visitors must not operate, climb on or use the machinery. Any demonstration or visitor operation requires a separate assessment and controls.

Hazard / Activity	Persons at Risk	Potential Consequences	Control Measures	Initial Risk	Residual Risk	Further Action / Notes
Transportation of plant and equipment to the venue	Employees, drivers and other road users	Road traffic collision, injury or damage to equipment	Vehicles must be roadworthy, appropriately insured and driven by competent, authorised drivers. Loads must be secured using suitable restraints. Drivers must comply with road traffic legislation, take appropriate breaks and plan journeys in advance.	12 – High	4 – Low	
Loading and unloading machinery	Employees, delivery drivers and contractors	Crushing, trapping or impact injuries	Loading and unloading must be undertaken by trained and competent personnel using suitable lifting equipment. Establish an exclusion zone. No person may stand beneath a suspended load. Secure machinery during transportation.	20 – High	5 – Medium	Confirm unloading arrangements and responsibilities with the venue/organiser.
Movement of machinery within the exhibition venue	Employees, contractors and visitors	Collision, crushing or impact injuries	Move machinery only during approved build-up/breakdown periods. Check and clear the route before movement. A competent operator must control the machine, with a banksman where required. Keep pedestrians clear.	20 – High	5 – Medium	Agree access route and movement times with the organiser.
Plant and machinery on display	Employees, visitors and other exhibitors	Contact with moving parts, crushing, trapping or injury	Machinery remains stationary and is not operated during the exhibition. Remove and secure ignition keys. Isolate equipment against unauthorised use. Lower and secure moving parts and attachments where practicable.	15 – High	3 – Low	Confirm isolation method for each item of equipment.
Unauthorised access to machinery	Exhibition visitors and children accompanying visitors	Falls, entrapment, crushing or injury	Visitors must not climb onto, enter or operate displayed machinery. Use barriers or a clearly defined display boundary where necessary. Staff must supervise the stand and challenge unsafe behaviour.	15 – High	4 – Low	
Machinery stability and positioning	Employees, visitors and contractors	Equipment tipping, movement or crushing injuries	Position machinery on suitable, level flooring within the allocated stand footprint. Lower attachments to the ground where practicable. Apply parking brakes and secure against unintended movement. Check venue floor-loading restrictions.	15 – High	4 – Low	Obtain venue approval for machine weights, dimensions and floor loading.
Slips, trips and falls	Employees, visitors and contractors	Sprains, fractures and other injuries	Keep the stand and surrounding access areas clean and tidy. Remove packaging and loose materials. Route and secure cables safely using suitable cable covers. Deal with spills immediately.	12 – High	3 – Low	Inspect the stand regularly throughout the event.

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Manual handling of promotional materials and equipment	Employees	Back injuries, strains and musculoskeletal injuries	Use correct manual handling techniques. Move heavy or awkward items with suitable handling equipment or assistance. Do not lift loads beyond individual capability.	9 – Medium	3 – Low	
Electrical equipment and display materials	Employees, visitors and contractors	Electric shock, burns or fire	Use suitable, maintained electrical equipment and visually check it before use. Connections must be installed by competent persons. Do not use damaged cables or equipment. Minimise and cover trailing cables.	12 – High	4 – Low	Check electrical requirements and approvals with the organiser.
Fire risk from plant, batteries or electrical equipment	Employees, visitors and venue staff	Burns, smoke inhalation, fire or fatalities	Keep machinery clean and free from combustible contamination. Switch off and isolate engines. Ensure fuel systems are secure and leak-free. Isolate batteries where practicable and safe. No refuelling, hot works or engine running on the stand. Keep fire exits and firefighting equipment unobstructed.	15 – High	5 – Medium	Follow SEC rules for fuel levels, batteries and displayed vehicles/machinery.
Fuel, oils, hydraulic fluids and other hazardous substances	Employees, visitors and contractors	Skin contact, slips, environmental contamination or fire	Inspect machinery before delivery for fuel, oil or hydraulic leaks. Machines must be clean and free from excessive residue. Contain and control any hazardous substances. Provide spill materials where required.	12 – High	3 – Low	
Hydraulic pressure and stored energy	Employees and visitors	Injection injuries, unexpected movement or impact injuries	Shut down and isolate machinery. Lower attachments and release stored hydraulic pressure where safe and appropriate under manufacturer guidance. Do not disconnect or tamper with hydraulic components during the exhibition.	15 – High	3 – Low	
Display of equipment and stand layout	Employees, visitors and neighbouring exhibitors	Trips, obstruction or impact injuries	Keep all equipment within the allocated stand area. Do not obstruct access routes, gangways, fire exits or emergency equipment. Comply with organiser and SEC stand-layout requirements.	12 – High	3 – Low	Confirm final stand layout and clearances.
Interaction with visitors and customers	Employees and visitors	Accidental contact with machinery, slips or other injuries	Keep a Martin Plant Hire representative available to supervise the display and provide information. Tell visitors not to touch, climb on or operate machinery. Address unsafe behaviour immediately.	9 – Medium	3 – Low	

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Hazard / Activity	Persons at Risk	Potential Consequences	Control Measures	Initial Risk	Residual Risk	Further Action / Notes
Working during exhibition build-up and breakdown	Employees and contractors	Injury from lifting, tools, machinery or moving vehicles	Work only during authorised periods. Follow venue instructions and wear suitable PPE. Keep work areas clear and coordinate activities with other contractors.	16 – High	5 – Medium	
Fatigue and extended working hours	Employees	Reduced concentration, errors and accidents	Plan working hours and travel appropriately. Take suitable rest breaks. Do not undertake duties when fatigued.	9 – Medium	3 – Low	
Emergency evacuation	Employees, visitors and contractors	Injury or fatalities due to delayed evacuation	Familiarise all employees with venue emergency procedures, evacuation routes and assembly arrangements. Keep exits accessible. On hearing an alarm, stop activities, leave equipment and evacuate promptly following venue staff instructions.	15 – High	5 – Medium	Confirm assembly point and venue-specific emergency arrangements on arrival.
Security and theft of equipment	Employees and company property	Theft, financial loss or unauthorised use	Secure machinery when unattended. Remove keys and keep them securely with authorised personnel. Monitor small equipment and promotional items. Report suspicious activity to event security.	9 – Medium	3 – Low	
General workplace health and welfare	Employees	Ill health, fatigue or discomfort	Provide access to suitable welfare facilities, drinking water and rest breaks. Employees who feel unwell must inform their supervisor.	6 – Medium	2 – Low	