



# PARTNERS IN PREVENTION 2024

## REGIONAL HEALTH & SAFETY CONFERENCES

<b>May 14, 2024</b>	Delta Hotels by Marriott Sault Ste. Marie Waterfront ☐	<b>October 16, 2024</b>	Bingemans Conference Centre, Kitchener, Ontario ☐
<b>June 11, 2024</b>	Ottawa Conference & Event Centre, Ottawa, Ontario ☐	<b>November 5-6, 2024</b>	Valhalla Inn, Thunder Bay, Ontario ☐
<b>June 20, 2024</b>	Holiday Inn Sudbury, Sudbury, Ontario ☐	<b>November 15, 2024</b>	Fallsview Casino Resort, Niagara Falls, Ontario ☐

## Health and Safety Rules

We are certain that, as a health and safety supplier, you are as committed to the safety of the delegates, exhibitors and staff involved in Partners in Prevention 2024 as we are. The following health and safety requirements are not only best practices but are also requirements of the *Occupational Health & Safety Act and Regulations in Ontario*. **Everyone on the show floor needs to be responsible for ensuring a healthy and safe working environment.**

All exhibitors are required to ensure the health and safety of their employees and inform them of these requirements prior to move-in.

**Please initial, sign and return** this two-page document by fax to the number listed below, signifying your intention to comply with these safety rules, as well as your intent to communicate these rules to anyone setting up, tearing down, or working in your booth space.

Safety Rules	Initials
<b>Safety footwear MUST be worn during move-in and move-out.</b>	
<b>NO CHILDREN</b> 14 years of age or younger will be allowed in the exhibit area during move-in and move-out.	
<b>Equipment</b> belonging to the facility all show contractors or any other authorized contractor on-site can be operated only by an authorized operator from that organization.	
<b>Freight-free aisles and exits</b> must be kept free of obstructions (easels, signs etc.) at all times.	
All <b>backgrounds</b> must be at least 18 inches (0.45m) from any wall. No materials of any kind can be stored or discarded behind booths.	
Proper extension devices (i.e. <b>ladders</b> ) must be used. We strongly discourage ladders 12' or higher. Items such as tables, chairs, boxes, etc. should not be used to stand on.	
<b>Early tear-down</b> of exhibit booths causes a chain reaction of exhibitors eager to get home, and fills the aisles with packing boxes – and CAUSING SAFETY HAZARDS. Please do not begin tear-down process until notified.	
All staff operating <b>hand and / or power tools</b> are required to wear appropriate personal protective equipment such as safety gloves and glasses.	
Material Safety Data Sheets (MSDS) must be onsite with you at the booth for each WHMIS controlled chemical used at your booth, and all staff in contact with these <b>chemicals</b> are to wear appropriate personal protective equipment such as safety gloves and glasses, as required.	

Email document to [conference@wsps.ca](mailto:conference@wsps.ca)



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### SAFETY REQUIREMENTS COMPLIANCE DECLARATION FORM

All exhibitors must comply with the *Occupational Health & Safety Act and Regulations*, governed by the Province of Ontario. It is also the sole responsibility of each exhibitor to ensure that all on-site staff and contracted suppliers are familiar with this legislation and comply with the required regulations at all times while onsite at the facility.

These regulations will be strictly enforced on-site by both show management and representatives of the Ministry of Labour. Any fines or costs incurred due to the enforcement of the law will be at the sole expense of the exhibitor.

I, the undersigned, acknowledge that I have read and understand the attached Partners in Prevention 2024 "Health and Safety Rules" document. I recognize that as an exhibitor and employer in the Province of Ontario, I am required to be educated about the *Occupational Health & Safety Act* and that I must ensure that my company works in compliance with the legislation at all times while on-site at the facility. I concede that failure to do so may result in work stoppages or Ministry of Labour fines and that all penalties incurred will be at my expense or the company, which I represent in signing this document.

I also acknowledge that it is my sole responsibility to ensure that all on-site move-in/move-out staff and contracted suppliers, employed by my company, are informed and compliant to both the Health & Safety Rules and the *Occupational Health & Safety Act* stipulated by the Province of Ontario. In the event of a charge, prosecution, or any other legal proceeding arising out of or related to the *Occupational Health and Safety Act*, as an exhibitor of the Partners in Prevention 2024 Conference and Trade Show, I agree to be liable for the actions of my staff and contractors as it applies to the situation.

Exhibiting Company: \_\_\_\_\_ Booth # \_\_\_\_\_ Location: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(I have authority to represent the exhibiting company listed above)

Ottawa	<input type="checkbox"/>
Sudbury	<input type="checkbox"/>
Kitchener	<input type="checkbox"/>
Thunder Bay	<input type="checkbox"/>
Niagara Falls	<input type="checkbox"/>

**PLEASE COMPLETE AND RETURN THIS DECLARATION BY  
MOVE-IN WILL NOT BE PERMITTED UNTIL THIS FORM HAS BEEN RECEIVED  
BY SHOW MANAGEMENT – THIS WILL BE STRICTLY ENFORCED ON-SITE.**

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