

AVALON2011 Move-In and Move-Out Schedule

	Date	Time	Access Level	Site Requirements	Notes
Move In – Phase 1	Mon 14/02 – Sat 19/02	0700-1900	Restricted Access Scheduled access will be given to contractors that the Organiser deems have a scope of works requiring a higher level of risk control measures	Hi Visibility clothing; Approved safety footwear (i.e. steel toe caps); Appropriate PPE as required; Any licences/training required for tasks; Avalon2011 On-line Site Safety Induction; Avalon2011 On-site Risk Control Induction; Industry Construction Induction card (e.g. Blue card, White card, etc); Area of works must be barricaded off and have appropriate signage displayed; Spotters for all plant (fork, EWP, etc)	Work that falls into this category includes, but is not limited to, multi-storey structures, working at heights/scaffolding, operations involving cranes/lifting equipment, structures requiring Building Commission permits or Engineering certification. All work in this category MUST be completed by 1900 Saturday 19 th February. Barricades must be approved by the Organiser.
	Sun 20/02	All Day	No Access	Site closed to all expo contractors.	Site cleaning day.
Move In – Phase 2	Mon 21/02 – Sun 27/02	0700 - 1900	Conditional Access Scheduled access will be given to all contractors that the Organiser has approved to work at Avalon2011	Hi Visibility clothing; Approved safety footwear (i.e. steel toe caps); Appropriate PPE as required; Any licences/training required for tasks; Avalon2011 On-line Site Safety Induction; Spotters for all plant (fork, EWP, etc)	The site will open at 0700 and close at 1900 each day. Please ensure that all works are planned to be completed within these times, as no extension is available. All works MUST be complete by 1900 Sunday 27 th February. All materials and equipment MUST be removed from site by this time.
Stand Dressing	Mon 28/02	0700-0900	Conditional Access Access will be given to contractors and registered exhibitors to unpack and assemble models and displays only. All crates must be empty and ready for removal from the expo pavilions by 0830	Hi Visibility clothing; Approved safety footwear (i.e. steel toe caps); Appropriate PPE as required; Any licences/training required for tasks; Avalon2011 On-line Site Safety Induction; Spotters for all plant (fork, EWP, etc)	Exceptions – Registered exhibitors are not required to wear safety footwear or complete an on-line induction, but must be escorted to their stand by an inducted person, and must remain on their stand space at all times. Hi visibility clothing/vest is mandatory.
	Mon 28/02	0900-1700	Unrestricted Access Exhibitor and contractor access for stand dressing only.	Hi Visibility clothing; Close-toed shoes (i.e. no thongs, sandals, etc);	There is to be NO plant movement (forklift, scissor lift, EWP, etc) during this period. This is not negotiable. Pallet jacks, trolleys and hand carry items only will be allowed.
	Mon 28/02	From 1700	No Access	Site closed to exhibitors and exhibition contractors. All stands/displays must be completely finished by this time	Final clean of expo pavilions and security check.
Event Open	Tue 1/03 – Sun 6/03	0900 - 1700	Limited access to contractors	Business attire required for contractors on site during trade days (Tue 1 – Fri 4)	A special pass is required for access to the site by contractors during the event.
Exhibitor Pack Up	Sun 6/03	1700-1900	Unrestricted Access Exhibitor and contractor access for pack down of exhibitor displays only.	Hi Visibility clothing; Close-toed shoes (i.e. no thongs, sandals, etc);	There is to be NO plant movement (forklift, scissor lift, EWP, etc) during this period. This is not negotiable. Pallet jacks, trolleys and hand carry items only will be allowed.
	Sun 6/03	1900-2100	Conditional Access Access will be given to contractors and registered exhibitors to disassemble and pack up models and displays only.	Hi Visibility clothing; Approved safety footwear (i.e. steel toe caps); Appropriate PPE as required; Any licences/training required for tasks; Avalon2011 On-line Site Safety Induction; Spotters for all plant (fork, EWP, etc)	Exceptions – Registered exhibitors are not required to wear safety footwear or complete an on-line induction, but must remain on their stand space at all times and must be escorted from their stand by an inducted person. Hi visibility clothing/vest is mandatory.
	Sun 6/03	From 2100	No Access	Site closed to exhibitors and exhibition contractors.	Stands/displays can NOT be dismantled on Sunday 6/03
Move Out Phase 1	Mon 7/03 – Tue 8/03	0700-1900	Conditional Access Scheduled access will be given to all contractors that the Organiser has approved to work at Avalon2011	Hi Visibility clothing; Approved safety footwear (i.e. steel toe caps); Appropriate PPE as required; Any licences/training required for tasks; Avalon2011 On-line Site Safety Induction; Spotters for all plant (fork, EWP, etc)	The site will open at 0700 and close at 1900 each day. Please ensure that all works are planned to be completed within these times, as no extension is available. No work involving cranes/lifting equipment, dismantling of multi storey structures, etc, is permitted during this time.
Move Out Phase 2	Wed 9/03 – Fri 11/03	0700 - 0900	Restricted Access Scheduled access will be given to contractors that the Organiser deems have a scope of works requiring a higher level of risk control measures	Hi Visibility clothing; Approved safety footwear (i.e. steel toe caps); Appropriate PPE as required; Any licences/training required for tasks; Avalon2011 On-line Site Safety Induction; Avalon2011 On-site Risk Control Induction; Industry Construction Induction card (e.g. Blue card, White card, etc); Area of works must be barricaded off and have appropriate signage displayed; Spotters for all plant (fork, EWP, etc)	Work that falls into this category includes, but is not limited to, multi-storey structures, working at heights/scaffolding, operations involving cranes/lifting equipment, structures requiring Building Commission permits or Engineering certification. All work in this category may NOT commence until this time, and must be completed by 1900 Friday 11 th March. Barricades must be approved by the Organiser.