

SHOW AUTHORISATION APPROVAL PROCESS

HEALTH & SAFETY DOCUMENTATION REQUIRED

From 2016 Insurers require SJI to implement health and safety procedures to ensure a safe environment for everyone. Show Authorisation may only be given to show organisers once the health and safety approval has been granted as detailed below. To achieve health and safety approval the following documented evidence must be submitted at schedule stage to the SJI office preferably via email info@sji.ie.

The following three documents must be on the approved SJI template provided:

- **Safety Statement / Policy**
- **SJI Venue Health & Safety Checklist**
- **Risk Assessments** - specific to the location and show jumping event

The following additional information is required:

- **Appointed Chief Safety Officer (CSO)** – must be an active SJI member
- **Site layout & traffic management plan** – submitted for the different type of events

Clarification may be required from Show Organisers which must be addressed and verified at least 10 days prior to the show date, following which health and safety approval may be granted. Where concerns are not addressed Health and Safety approval will not be granted and provisional show authorisation revoked.

Safety Inspections will be carried out by SJI at various affiliated shows to monitor and advise on the health and safety standards. All new venues must undergo a Safety Inspection by SJI safety officials prior to authorisation.

If there are changes, additions, etc the show organisers are responsible to resubmit updated documentation to the SJI office prior to the event for review.

Your Regional Safety Officer is available to show organisers to assist in the above process and in all health and safety matters relating to your show. Refer to SJI website for sample templates, guidelines, procedures, rules, training seminars, etc.

PROCESS FOR ADDITIONAL SHOWS / LEAGUES:

When a venue seeks authorisation for additional shows / leagues in 2016 either of the following procedures need to be adhered to:

Option A: Complete the Health and Safety documentation approval process as outlined above.

OR

Option B: Complete and submit the 'Health and Safety Renewal Validation Form (*Ref. HS.11.03*)

Please note that authorisation is not fully complete and the schedule will not be published in the SJI Bulletin or online until submission of the relevant Health and Safety documents.

