



UK Games Expo - NEC Site Rules

General Site Rules

All personnel working within or near the hall must be informed of these site rules. UK Games Expo will advise all Contractors and Exhibitors. Contractors and Exhibitors must ensure that this information is passed on to all their staff.

Access to the hall during the Build/Breakdown and Restock Periods is for authorised personnel only.

Nobody below the age of 16 is allowed in the loading/unloading areas or in the hall during the Build/Breakdown and Restock Periods.

Emergency gangways must be kept clear to allow cleaning tractors, forklift movement and emergency access/egress at all times.

Emergency gangways will be clearly identified and communicated to all personnel working within the hall site.

Work tidy - Maintain good housekeeping at all times and dispose of all waste in an appropriate manner.

Smoking (including e-cigarettes) is only permitted in designated smoking areas.

The venue Event Management and Health & Safety teams have access to the site at all times.

Vehicle Access

Vehicle access to the hall is via the NEC's nominated staging area. NEC staff will issue you with a vehicle pass for access to Hall 1. Ensure that this is visible on your dashboard while on site.

Be aware of the NEC Traffic Rules and comply with instructions from NEC and UK Games Expo staff regarding vehicle movements at all times.

Drivers, watch out for pedestrians when driving near to or within the hall. Pedestrians, watch out for vehicle movement at all times.

Vehicles may be directed to park outside Hall 1 for unloading. No vehicles will be allowed to enter the hall at any time.

Protective Clothing

The Initial Build period on Thursday June 1st starts at 8.00 am and finishes at noon. During this period, all personnel in Hall 1 for any reason must wear a hi-vis vest.

During the remainder of the Build period and during the Restock and Breakdown periods, all personnel loading or unloading vehicles must wear a hi-vis vest.

Suitable footwear should be worn at all times during the Build/Breakdown and Restock Periods. Open-toed shoes, sandals, flip-flops, etc. are not permitted. Loose clothing that could be caught on moving items should be avoided.

Emergency Procedures

All accidents, incidents and near misses within the halls must be reported immediately to the organiser and any outside the halls to the venue.

In case of emergency, do NOT call the emergency services. Instead, call the following numbers:

- Fire 0121 767 3333 and give the location and nature of the incident
- Medical 0121 767 2222 and give the location and details of injuries sustained

NEC staff will assist you and arrange for all necessary assistance.

Special Permits

Hot Work (i.e. welding, etc.) requires a hot work permit from the venue. This must be arranged in advance.

All forklift and vehicle movement required within and outside the halls must be notified in advance to the organisers. The NEC Forklift Policy must be observed (copy available on request).
