

NOTE: All animal shows must comply with MA Dept. of Agricultural Resources Animal Health Rules at fairs. Refer to: www.mass.gov/eea/agencies/agr/animal-health/animal-imports-livestock-markets/ click on "Fair Animal Health Rules.

SPECIFIC GUIDELINES:

Roads, Automobile Traffic Areas and Parking:

- ◆ Prominent signage needed to indicate appropriate parking areas for both participants and the general public.
- ◆ Determine need for police to direct traffic and make provision to hire police officer(s) if needed.

Exhibitor/Animal Access to Ring:

- ◆ Station volunteer monitors at entrance and exit to ring.
- ◆ Clearly mark areas where large animals are going back and forth to the show ring. Use barriers, signage and announcements as appropriate to designate these areas and to direct the general public away from these areas.

Public Access to Event:

- ◆ Clearly mark and communicate public audience access/egress and viewing area(s) for the event.

Show Management and Safety Precautions:

- ◆ Appoint a Show Manager for the horse/livestock events and vest them (and any Assistants) with the authority for show management including the authority to remove those not abiding by safety rules.
- ◆ Provide sash/vest/name badge or other clearly observable identification so that the show officials and volunteers with show responsibilities are easily identified.
- ◆ Monitor ring to check for blockages to access/egress and remove them.
- ◆ Ensure that only authorized owners and personnel are in the ring area.
- ◆ Ensure areas are adequately lighted to prevent tripping or falling.
- ◆ Ensure that no smoking policy is enforced.
- ◆ Ensure that only registered participants and animals are housed in the stable.

Operation of Food Booths:

- ◆ For the policies refer to www.mass4h.org/volunteers/volunteer-resources - click on Food Safety to obtain the following information: **1.** Minimum Requirements for a Temporary Food Booth, **2.** MA Minimum Sanitation Standards & **3.** Guidelines for Bake Sales.
 - Ensure that all Board of Health protocols and Fire department regulations are enforced.
 - At least one Serve Safe volunteer is required to be present when preparing and/or selling food during the operation of the food booth.

First Aid:

- ◆ Establish and publicize location of a First Aid station (with a first aid kit available). This could be at the office or food booth, depending on most suitable location.
- ◆ Have an EMT on the grounds if possible. IF this is not possible, there must be a designated nurse or volunteer(s) certified in First Aid and CPR on the show grounds.

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