



MELBOURNE ROYAL SHOW 2023

LIVESTOCK EXHIBITOR GUIDEBOOK

LIVESTOCK EXHIBITOR GUIDEBOOK

1. PERSONNEL AND CONTACTS

Livestock Event Manager

Benjamin Cinque

P: 0403653659

E: benjamin.cinque@melbourneroyal.com.au

Melbourne Royal Reception

P: 03 9281 7444

F: 03 9281 7592

W: www.melbourneroyal.com.au

2. EXHIBITOR PASSES

Exhibitor Packs are issued at The Livestock Superintendent's Office on arrival which include allocated Exhibitor Passes for entry into Melbourne Showgrounds during the relevant competition period. Exhibitor Passes are issued to all exhibitors and are programmed (via barcode) to allow unlimited entry into Melbourne Showgrounds for the duration of the competition.

Exhibitor Passes will be issued on the following formula:

1 – 2 exhibits	1 Passes
3 – 5 exhibits	2 Passes
6 or more exhibits	3 Passes

If additional passes are required daily Melbourne Royal Show Tickets or Member/Guest Passes should be purchased.

3. MELBOURNE ROYAL MEMBERSHIP CARDS

Full Melbourne Royal Members are issued with one membership card and one transferable guest card prior to the Melbourne Royal Show and these cards permit the card holder and their guest unlimited entry throughout the entire Melbourne Royal Show.

Additional guest cards can be purchased by full members by contacting the Melbourne Royal ® Membership Office. Up to two additional guest cards per full member applies.

Junior Melbourne Royal members will receive one junior card prior to the Melbourne Royal Show which permits the card holder unlimited entry throughout the entire Melbourne Royal Show.

For further information contact the Melbourne Royal Membership Office on:

T: 03 9281 7444

E: membership@melbourneroyal.com.au

4. LOCATION

Melbourne Showgrounds is located on Epsom Road, Ascot Vale. The Livestock Precinct is situated on the corner of Epsom and Langs Roads and entry for livestock exhibitor vehicles is via Gate 2 on Langs Road (refer to the Exhibitor Map on the back page).

On arrival to the showgrounds, we ask that all exhibitors help us to keep the arrival and departure process as smooth as possible. As space is limited on the grounds, please be aware that other exhibitors may be waiting for the space to also arrive, we ask that you unload your livestock and gear as quickly as possible and exit with your vehicle via Gate 1A as soon as possible to ensure the next exhibitor may enter the grounds.

5. ENTERING MELBOURNE SHOWGROUNDS

Exhibitors have been notified of their arrival and departure times in the schedule and catalogue. Arrivals outside of the allocated times are not permitted as facilities will not be available.

All competition sheep and cattle will be housed in The Livestock Pavilion, situated on the Epsom Road frontage of the Showgrounds.

5.1 Arrivals

Please find the arrival and departure times for your respective competition in the relevant catalogue and displayed online. Exhibitors are asked to remind their livestock carriers that entry will not be permitted to the Showgrounds prior to these designated times.

5.2 Pre-Show Arrivals

Melbourne Showgrounds will still be bumping in on Tuesday 19th September and Wednesday 20th September, and is considered a work site during this period. Exhibitors arriving during this period, will be required to wear a hi-visibility vest when walking outside of the Livestock precinct.

It is recommended that exhibitors walking to/from the Livestock precinct from the float park during this period do so via the footpath along Leonard Crescent and re-enter Melbourne Showgrounds at Gate 2, 4 or 1.

5.3 Departures

Exhibitors have been notified of their departure time within the schedule and catalogue.

Exhibitors departing Monday 2 October will be required to wear a hi-visibility vest when walking outside of the Livestock precinct.

Lockers must be cleaned and left empty at the time of your departure, please return locker keys to the Superintendent's Office upon departure.

6. COMPETITION ARRIVALS

6.1 Sheep Exhibitors

All Sheep Exhibitors are to enter the Showgrounds via Gate 2 off Langs Road, Ascot Vale. Please refer to the maps in the centre of the Booklet. Exhibitors are required to produce their 'Pre-Show Access Pass' and 'Confirmation of Entries' document to gate staff to gain entry to the Showgrounds.

All sheep are to arrive by Wednesday 20 September by 6.00pm. Please note no access is available before 8.00am Wednesday 20 September.

Exhibitors will be directed to The Livestock Pavilion to unload exhibits. Vehicles will be permitted to drive through The Livestock Pavilion to unload Exhibits in a one-way direction and then exit the Showgrounds via Gate 1B (adjacent to Gate 1). Staff will be on hand to direct you.

The Superintendent will advise where to unload Exhibits upon arrival. Drivers are not permitted to leave their vehicles unattended, as this causes congestions and holds up other Exhibitors.

Please find below the arrival and departure dates for Sheep:

Sheep arrival and departure dates and times:

Arrival: Wednesday 20 September between 8.00am and 6.00pm

Departure: Sunday 24 September between 4.00pm and 8.30pm

Saturday 25 September all remaining sheep between 6.00am and 8.00am

PLEASE NOTE: Exhibitors wishing to stay overnight and depart Monday 25 September may be required to relocate their sheep to temporary pens located in the marshalling area of the Pavilion.

6.2 Beef Carcase Exhibitors

All Beef Carcase Exhibitors are to enter the Showgrounds via Gate 2 off Langs Road, Ascot Vale. Please refer to the maps in the centre of the Booklet. Exhibitors are required to produce their 'Pre-Show Access Pass' and 'Confirmation of Entries' document to gate staff to gain entry to the Showgrounds.

Exhibitors will be directed to The Livestock Pavilion to unload exhibits. Vehicles will be permitted to drive behind The Livestock Pavilion to unload Exhibits in a one-way direction and then exit the Showgrounds via Gate 1B (adjacent to Gate 1). Staff will be on hand to direct you.

The Cattle Superintendent will advise where to unload exhibits upon arrival. Drivers are not permitted to leave their vehicles unattended. Please assist the staff and fellow Exhibitors by observing this request.

Beef Carcase arrival and departure dates and times:

Arrival: Wednesday 20 September between 8:00am and 6:00pm

Departure all exhibitors: Sunday 24 September all exhibitors between 5.30pm and 8pm

Departure all exhibits: Sunday 24 September all cattle between 9.00pm and 10.00pm

6.3 Alpaca Exhibitors

All Alpaca Exhibitors are to enter the Showgrounds via Gate 2 off Langs Road, Ascot Vale. Please refer to the maps in the centre of the Booklet. Exhibitors are required to produce their 'Pre-Show Access Pass' and 'Confirmation of Entries' document to gate staff to gain entry to the Showgrounds.

Exhibitors will be directed to The Livestock Pavilion to unload exhibits. Vehicles will be permitted to drive behind The Livestock Pavilion to unload Exhibits in a one-way direction and then exit the Showgrounds via Gate 1B (adjacent to Gate 1). Staff will be on hand to direct you.

The Superintendent will advise where to unload exhibits upon arrival. Drivers are not permitted to leave their vehicles unattended. Please assist the staff and fellow Exhibitors by observing this request.

Alpaca arrival and departure dates and times:

Arrival: Wednesday 20 September between 12:00pm and 9:00pm

Departure: Saturday 23 September all exhibitors between 6pm and 10:00pm

6.4 Beef Cattle Exhibitors

Beef Cattle breeds have different arrival times and days. Please take note of the following schedule of arrivals.

All Beef Cattle Exhibitors are to enter the Showgrounds via Gate 2 off Langs Road, Ascot Vale. Please refer to the maps in the centre of the Booklet. Exhibitors are required to produce their 'Pre-Show Access Pass' and 'Confirmation of Entries' document to gate staff to gain entry to the Showgrounds.

Exhibitors will be directed to The Livestock Pavilion to unload exhibits. Vehicles will be permitted to drive behind The Livestock Pavilion to unload Exhibits in a one-way direction and then exit the Showgrounds via Gate 1B (adjacent to Gate 1). Staff will be on hand to direct you.

The Cattle Superintendent will advise where to unload exhibits upon arrival. Drivers are not permitted to leave their vehicles unattended. Please assist the staff and fellow Exhibitors by observing this request.

Beef Cattle arrival and departure dates and times:

Arrival: Monday 25 September between 6:00pm and 10:00pm

Departure: Sunday 1 October between 4:00pm and 9:00pm

Monday 2 October all remaining cattle between 6.00 am to 10.00am

7. SHOWTIME PARKING

Vehicle passes purchased with entries should be printed and displayed on your dashboard at all times. Each vehicle pass is colour coded for different parking sites. Only vehicles with the correct vehicle pass will be allowed access. The car parks are not accessible without leaving Melbourne Showgrounds and entry passes will be required to re-enter Melbourne Showgrounds. Additional carpark passes can be purchased from the Livestock Superintendent's Office in the Livestock Pavilion.

7.1 Ute and Trailer and River Truck Parking

The truck parking for Livestock Exhibitors will be provided in the Livestock Vehicle Park that is located on Leonard Crescent. This area is for ute and trailer ONLY. Exhibitors who require additional vehicle parking are to park at Flemington Racecourse (fees apply).

The Livestock Vehicle and Truck Park gates will not be open outside of the scheduled arrival and departure times. Exhibitors who need access to their vehicles outside of these hours should contact the Livestock Superintendent to arrange for access.

7.2 Melbourne Royal Members Showtime Car Parking & Public Car Park

Melbourne Royal Members can park at Flemington Racecourse during the Melbourne Royal Show for a discounted fee each day. The car park is open from 7am - 11pm daily. Vehicles are not permitted to park overnight. Entry is via Members drive off Epsom Road (Members Car Park Pass must be displayed on window).

Public parking during the Melbourne Royal Show is available at Flemington Racecourse for \$25 per day. The Epsom Road car park is open from 7am to 11pm and the Smithfield Road car park is open at 8.30am to 11.00pm (access to the Melbourne Royal Show is through the rail underpass).

8. SHOWTIME OFFICES

8.1 Livestock Superintendent's Office

The Livestock Superintendent's Office is located inside The Livestock Pavilion. The office will be open from Wednesday 20th September to Monday 2nd October. All enquiries should be directed to The Livestock Superintendent's Office during this time.

Daily office hours will be posted at the window for your convenience.

8.2 Melbourne Royal Centre

The Melbourne Royal Reception area is located on the first floor of the Administration Building (Building 13). The opening hours during the Melbourne Royal Show are as follows:

15 September – 3 October 9:00am – 5:00pm

9. COLLECTION OF EXHIBITOR PACKS

Each exhibitor is required to collect and sign for their Exhibitor Pack at The Livestock Superintendent's Office on arrival. Exhibitor Packs will include:

- Pre-purchased exhibitor catalogue (if applicable)
- Exhibit/s neck number/s or poll card/s
- Exhibitor passes
- Important information/notices

10. FACILITIES

10.1 Storage/Accommodation Lockers for Exhibitors

Storage and accommodation lockers are located in the building 2, adjacent to The Livestock Pavilion. They measure 1.8m(W) x 2.4m(L) x 2.7m (H). Each has a keyed door lock and cannot be fitted with a secondary padlock. If you have booked a locker, the keys are available from the Superintendent during regular operating hours. Prior to receiving the key exhibitors will be required to provide the names and contact numbers for all individuals staying in the locker. If any of the individuals are under 18 the exhibitor accepting the key will be required to accept responsibility for them. All individuals recorded as staying in the locker will be issued with a wristband that will be required to gain access to the lockers after hours.

You are required to provide your own bedding, swags, camping stretchers etc.

Exhibitors are reminded to leave lockers in a clean state on departure. Locker allocations will be advised with collection of Exhibitor Information Packs on arrival at the Showgrounds.

The following will not be allowed or tampered with:

- No power boards or double adaptors to be added into lockers,
- No cooking or reheating appliances inclusive of air fryers and propane cooking appliances,
- No electric blankets, heaters, heated animal bedding,
- No feed and or animal bedding etc to be stored within the locker (this includes light/heavy fuel loads)
- No tampering with the internal lighting installations, smoke alarms or door locks,
- No disconnection and/or removal of smoke detectors - if not working report to super immediately or response warden in your area,
- No drugs to used, be carried onsite or within the locker areas.

10.2 Locker inspections

Random locker inspections will be conducted for the following reasons, monitoring of increased fuel loading, monitoring of life safety regarding prohibited appliances contained within the locker and general inspections of safety equipment will occur. This will be carried out with two emergency wardens and the Equestrian or Cattle Supervisor in attendance.

Persons found to have breached the regulation of this Melbourne Royal 2023 Exhibitor Manual will receive a warning for first offence (escalation process will follow for non-compliance or ongoing breaches), relevant items confiscated until the end of the show and or face fines and penalties as per the relevant legislative codes and acts set out in section 3.0 Acts of Compliance.

10.3 Grooming/Washing of exhibits

Grooming and washing areas are provided at all the livestock areas and will be divided into wet area and dry areas, with further segregation provided for bio-security. Please ensure that you use each of these specified areas for their intended purpose. We ask that you keep these areas free of animal waste and bedding material.

10.4 Toilets and Showers

Toilet facilities are provided for Exhibitors within The Livestock Pavilion. Additional toilets and shower facilities are provided opposite to Building 2.

Exhibitors are requested to display courtesy to fellow Exhibitors by leaving facilities in a clean and tidy condition and report maintenance issues to the Superintendent immediately.

10.5 Exhibitor Kitchen

Located outside The Livestock Pavilion, an exhibitor kitchen is available in the exhibitor area and comprises of fridges, instant boiling water unit, and barbeques for exhibitor use. The kitchen is accessible to all livestock and horse exhibitors.

Exhibitors are requested to keep the kitchen facilities in a clean and tidy condition.

10.6 Structural Damage

Under no circumstances must any damage intentionally be caused to any part of Melbourne Showgrounds infrastructure. Persons found to intentionally cause such damage, or fail to report accidental damage, will be removed from Melbourne Showgrounds and will be made accountable to pay the costs incurred to repair any damage.

Examples of potential damage include: hammering nails into walls of lockers or stables, use of screws, nails, tacks, rivets, tape or glue on surfaces, spilling oil on bitumen, tying an animal to fixtures other than the tie up rings or metal bar on the wash bay.

Please advise the Livestock Superintendent immediately of any damage.

11. ELECTRICAL TESTING AND TAGGING

Under current Victorian Occupational Health & Safety laws, Melbourne Royal requires that all electrical equipment to be used onsite during the Melbourne Royal Show is to be tagged and tested and must carry a current safety tag. Testing and tagging of electrical equipment can be done prior to arrival at the 2023 Melbourne Royal Show by a provider of your choice.

A testing and tagging service will be provided for livestock exhibitors and tagged items will be valid for a period of 12 months. Testing and tagging will take place near The Livestock Superintendents Office. Times will be available from the Superintendent's office

12. EXHIBITOR SHUTTLE BUS

A free shuttle bus service will be in operation during all arrival and departure times. The bus will operate in a loop from the Exhibitor Truck Park along Leonard Crescent, stopping at all car parks, and to The Livestock Pavilion.

Please refer to the exhibitor map showing the designated pick-up and drop-off points.

Once you have unloaded your vehicle inside the Pavilion, collected your Exhibitor Pack containing your truck parking pass and park your truck in the designated truck park, you can be collected from the designated Pick-Up Point and brought back to the Livestock Pavilion.

13. COMPETITION PROCEDURES

13.1 Absence of exhibit

Notwithstanding the Special Regulations and the General Regulations, we ask that each Exhibitor notifies the relevant section staff at the Superintendent's Office upon arrival regarding absent exhibits.

13.2 Judging Ring Attire

All Livestock Exhibitors leading an exhibit in the judging ring must wear either an approved official breed uniform or, for sheep Exhibitors, smart attire. No white coats or uniforms must show any insignia or any descriptive markings indicating the Exhibitor's name and/or stud name or prefix.

13.3 Display of Exhibits

To the satisfaction of the section Superintendent, each exhibitor must keep their allocated area in a safe, clean and appropriate condition.

13.4 Cleaning of Sheep Pens

If pens require mucking out, this must be done between 8.00pm and 7.00am. Straw can be mucked out into the provided bins for collection by Show cleaning staff.

13.5 Animal Waste Bins

Skips will be available for waste disposal. Please ensure that you use these receptacles to ensure that your allocated area is kept clean at all times. Should these areas become untidy, please advise the section Superintendent promptly.

14. EXHIBITOR FUNCTIONS AND FACILITIES

14.1 Livestock Bar located in the Livestock Pavilion

Melbourne Royal encourage exhibitors to utilise Livestock Bar as an area to purchase and consume alcohol. The Livestock Bar will be remaining open for longer hours each night with discounted prices on selected beer, wine, and spirits for exhibitors after 5.30pm.

Melbourne Royal must comply with liquor licensing laws and as such consumption of alcohol can only occur in licensed premises.

Exhibitors are encouraged to pass this information onto your grooms, staff and fitters. Melbourne Royal thank all exhibitors for their understanding with these changes as we continue to keep exhibitor enjoyment in the Melbourne Royal Show experience and the safety of The Livestock Pavilion for exhibitors and the general public as our highest priorities.

14.2 Exhibitor Consumption of Alcohol at the 2023 Melbourne Royal Show

The following points provide breed societies, exhibitors and their livestock grooms with a guide to the behaviour required when consuming alcohol within The Livestock Pavilion at the Melbourne Royal Show.

- Breed Societies are encouraged to host after judging gatherings that are pre-arranged with Melbourne Royal staff. Breed functions held either before or after their judging must be limited to durations of one hour. Breeds can set aside an area within the exhibitor kitchen space that is cordoned off from the public, please note that alcohol consumption in the exhibitor kitchen is prohibited.
- No portable bar areas may be set up within the cattle stalls.
- The Exhibitor's BBQ will be confined to the exhibitor kitchen.
- NO GLASS containers may be brought into the Melbourne Showgrounds and will be confiscated by event security.
- During the Beef Carcase Competition, no alcohol can be consumed in the Beef Carcase stalling areas. Beef Carcase exhibitors wishing to consume alcohol are encouraged to utilise the Livestock Bar.

15. ANIMAL HEALTH

Melbourne Royal Veterinary Panel Members will be onsite at the Melbourne Showgrounds during the day while the key competitions are in running commencing from 9am on Wednesday 20th September until 5pm Monday 2nd October.

The Veterinary panel can be contacted through the Livestock Superintendent's Office during opening hours and after hours through the Event Management Centre on 03 9281 7439.

Note: Exhibitors will be charged for any services provided both during the day and after hours. A substantial fee applies for all after hours veterinary services.

16. HEALTH GUIDELINES AND BIOSECURITY

Livestock housing allocations at the Melbourne Royal Show are done under the guidelines set by the Johnes' Disease Market Assurance Program.

Melbourne Royal advises that Exhibitors must practice good hygiene when handling and transporting animals.

All vehicles, halters, frames and equipment should be thoroughly cleaned and disinfected prior to coming to the Show.

Dirt and organic material such as manure and straw may limit the effectiveness of the disinfectant. It is critical that anything to be disinfected is first thoroughly washed and cleaned and finally washed down or sprayed with disinfectant. Preliminary washing using a high-pressure steam cleaner and detergent is recommended.

As disinfectants and chemicals can cause irritation, persons handling them should always read the product label and follow the manufacturer's instructions, and wear protective clothing as necessary.

17. FREE WI FI

Free Wi-Fi is available throughout the Livestock Precinct for exhibitors. Exhibitors can use any Wi-Fi enabled device to connect including laptops, smartphones or tablets.

18. FOOD OUTLETS

Dining at the Royal Melbourne Show

There are a number of dining options at this year's Melbourne Royal Show including:

Tea & coffee will be available at no cost at the livestock office

18.1 Catering Outlets

There are a variety of catering outlets around Melbourne Showgrounds which are open during the Melbourne Royal Show. Selected catering outlets serve breakfast daily from 7am.

18.2 Melbourne Royal Members & Councillors Dining Room

The Members and Councillors Dining Room is located on the corner Royal Block (Building 5) and is open from 9:30am - 9.00pm daily.

18.3 Country Women's Association (CWA)

The CWA is located in the Public Stand and is open 7:30am - 6.30pm daily.

18.4 Eat Street

Located next to the Main arena, Eat Street provides a range of culinary delights for all ages. Head over to the Showbag pavilion to sample the delicious, fresh food on offer. Open 9.30am – 8pm daily.

18.5 Local Shopping

The nearest supermarket is located at Showgrounds Village adjacent to Melbourne Showgrounds Gate 1. This precinct also has a Brown Gouge dry cleaning service.

19. FEED STORE AND GROOMING SUPPLIES

19.1 Fodder merchant

Bickleys is proud to be the official feed supplier of the Melbourne Royal Show stocking a range of quality hay, feed and bedding.

Conveniently located below the Arena Communications Box they are open 8am-11am and 3pm-6pm daily. Orders can be placed at the store on arrival. Cash sales only – no accounts.

19.2 Cattle Shop

Daryl Holder from The Cattle Shop will be attending the Melbourne Royal Show, stocking a wide range of stock grooming equipment and animal health products. Daryl will be situated outside The Livestock Pavilion.

20. SHOW OPENING TIMES

The Melbourne Royal Show will open from 9.30am - 9.00pm from 21 September to 1 October 2023.

The Livestock Pavilion is open to the public daily. Opening hours officially: 9.30am to 7.00pm, unless advised otherwise by Melbourne Royal staff. Although The Melbourne Royal Show officially opens at 9.30am, members of the public will have access to the Showgrounds and to the Pavilion from 9:00am in order to attend judging starting prior to this time.

Exhibitors have access to the Pavilion 24hrs per day to attend to and care for their livestock (except 5.00pm - 9.00pm Sunday 24 September during Beef Carcase Exhibit departure).

Safety Wardens are on patrol in the Pavilion overnight, and Melbourne Showgrounds Security can be contacted overnight by the Wardens, or by calling the Event Management Centre 03 9281 7439.

21. JUDGING PROGRAM

Please note that judging times may vary based on last minute class changes and the pace of judging on the day. You are strongly encouraged to check with stewards and officials throughout the day to stay informed as to when your exhibits are due to be judged.

All judging rings are located at Southern end of The Livestock Pavilion.

22. FIRST AID

First aid services are available at the Melbourne Royal Show. Should first aid be required, immediate contact should be made to the Event Management Centre on 9281 7439 or directly to a First Aid post.

First Aid facilities are located at the following locations:

- Underneath Pie in the Sky
- Entrance to the Show from Gate 1
- Winning Tastes Courtyard
- Arena adjacent to the Livestock Pavilion

IN AN EMERGENCY, PLEASE CONTACT 9281 7400. PLEASE REFRAIN FROM CALLING 000.

23. SMOKING

The Melbourne Royal Show Grounds is a smoke free zone. **NO SMOKING PERMITTED.**

24. FIRE PREVENTION

Cooking in lockers and/or pavilions is not permitted at any time. No electrical items are permitted in lockers or pavilions at any time.

25. SECURITY

25.1 Bag Checks

As part of Melbourne Royal's ongoing commitment to providing a safe and comfortable Show experience for all attendees, every person who enters the Melbourne Royal Show will be asked to present their bags for checking at gates prior to entry.

All exhibitors, contractors and staff are encouraged to allow extra time for bag checks, have bags ready for inspection on arrival and are reminded not to leave bags unattended or unsecured.

Your cooperation and assistance in ensuring a quick and simple process is appreciated.

25.2 Valuables

Due to the large number of visitors to Melbourne Showgrounds over the course of the Show, all contractors, exhibitors and staff are encouraged to refrain from bringing valuable personal items to the event.

If you are required to bring valuable personal items onsite, it is recommended they are kept with you at all times or secured out of communal areas and not within public view.

Valuable personal items brought onsite are the responsibility of the owner and not of Melbourne Royal.

25.3 Safety of Occupants and Animals

Use of electric scooters, bikes, mini electric cars, and the like are not allowed in the cattle and horse areas due to safety of occupants and animals.

25.4 Overnight Security

Any exhibitors requiring access to lockers overnight will require a wrist band from the Livestock Office. A security guard will be in the locker area checking wrist bands. For your safety, anyone who does not have a wrist band will not be permitted to access the lockers during the times advised.

25.5 Acts of Compliance

ALL exhibitors and overnight accommodation occupants must adhere to the following fire and emergency regulations, codes & standards relevant within the sections listed below. Exhibitors and overnight accommodation occupants and MUST abide by these requirements and the warden's inspections and directions provided under the following imposed provisions for life and property safety.

- Building Code of Australia
- Victorian Building Regulations 2018
- Australian Standard AS3745-2010 – Planning for Emergencies in Facilities
- Australian Standard AS1851 – Maintenance of Fire Protection Systems & Equipment
- Fire Rescue Victoria Act 1958
- Dangerous Goods Act 1985
- Victorian Occupational Health & Safety Act 2004
- Australian Standard 1667.2 – Management & Storage of combustible recyclable & waste materials
- Australian Standard AS2444 – Portable Fire Extinguisher & Fire Blankets
- Environmental Protection Act 2017 – EPA Victoria

Random locker inspections will be conducted for the following reasons, monitoring of increased fuel loading, monitoring of life safety regarding prohibited appliances contained within the locker and general inspections of safety equipment will occur. This will be carried out with emergency wardens and a building warden.

Persons found to have breached the regulation of the Melbourne Royal 2023 Exhibitor Manual will receive a warning for first offence (escalation process will follow for non-compliance or ongoing breaches), relevant items confiscated until the end of the show and or face fines and penalties as per the relevant legislative codes and acts set out in section 3.0 Acts of Compliance.

26. PETS AND COMPANION ANIMALS

Pets and companion animals are not permitted on Melbourne Showgrounds, other than those entered in competitions or exhibitions which are restricted to occupy particular areas.

27. RESULTS

Class results will be published online daily. A full results catalogue will be available shortly following the culmination of Show.

28. PRIZE MONEY AND PRIZES

Prize money owing to exhibitors will be paid by direct bank deposit. Please do not telephone enquiring as to the status of your payment as this will only delay the processing of payments.

29. SHOWGROUNDS DRUGS & ALCOHOL POLICY

29.1 Policy

It is the policy of Melbourne Royal that there must be zero impairment to work performance and to the safety and well-being of anyone working at or visiting Melbourne Showgrounds arising from the use or abuse of alcohol or other drugs. The possession, distribution and use of illegal drugs while engaged on Melbourne Royal business or otherwise on Melbourne Royal premises is strictly prohibited.

Application

This policy applies to all performers, exhibitors, suppliers, consultants and other contractors engaged by Melbourne Royal.

Definition of “drugs”

Drugs are defined in the Policy as substances or medications capable of causing dependency, alteration of mood or impairment of judgment, concentration or coordination. They include (but are not limited to):

- illegal drugs;
- unauthorised prescription medication; and
- ‘over the counter’ substances or medication that is misused, used contrary to, or in excess of, the manufacturer’s instruction or recommended dosage.

Prohibited conduct

The following conduct is strictly prohibited while engaged on Melbourne Royal business or otherwise attending Melbourne Showgrounds:

- The misuse of prescription medication.
- The use, consumption, possession, distribution or sale of illegal drugs.
- The unauthorised use, consumption, possession, distribution or sale of alcoholic beverages.
- Being unfit for work because of the influence of drugs or alcohol.
- Endangering the safety of anyone working at or visiting the Showgrounds.
- Intoxicated and abusive persons will be removed from site temporarily or for entirety of show.

29.2 Liquor Licensing Laws

Melbourne Royal must comply with liquor licensing laws and as such consumption of alcohol can only occur in licensed premises.

In compliance with liquor licensing laws, no alcohol can be brought onto the Melbourne Showgrounds other than by authorised catering licensees.

Performers, exhibitors, suppliers, consultants and other contractors are not permitted to

- (i) bring alcohol into Melbourne Showgrounds; or
- (ii) to consume alcohol in Melbourne Showgrounds, unless agreed otherwise with Melbourne Royal.

Notification of use of medication

Suppliers, contractors, performers or exhibitors are responsible for notifying their Melbourne Royal contact, prior to commencing work, if they have been prescribed medication that may, in any way, affect their ability to perform their duties.

Action for breach of policy

The Policy is an integral part of our workplace health and safety obligations and non-compliance is viewed as a serious matter.

Where Melbourne Royal has reasonable grounds to suspect a supplier, contractor, performer or exhibitor is under the influence of drugs or alcohol in breach of the Policy, Melbourne Royal may, amongst other things:

- immediately remove the supplier, contractor, performer or exhibitor from Melbourne Showgrounds;
- immediately terminate the contract under which they are engaged;
- where applicable, notify the supplier, contractor, performer or exhibitor's employer of the breach or suspected breach; and
- hold the supplier, contractor, performer or exhibitor liable for any costs incurred by Melbourne Royal as a result of termination of their contract.

Any concerns regarding potential breaches of or grievances in relation to, the Policy should be directed to the Executive Manager, People & Culture.

Melbourne Royal will report to the police any performers, exhibitors, suppliers, consultants and other contractors found at Melbourne Showgrounds to be in possession of illegal drugs, or supplying or distributing illegal drugs to others.