

DOCUMENTS FOR COORDINATING BUSINESS ACTIVITIES

(TO BE COMPLETED PRIOR TO ASSEMBLY OR SERVICES IN VALENCIA CONFERENCE CENTRE)

NAME OF BUSINESS	SURNAME - FIRST NAME	ID NUMBER	DOCUMENTS <u>Occupational Risk Prevention</u> (Mark YES)				DATE OF ENTRY INTO CENTRE	DATE OF EXIT FROM CENTRE <small>[Complete only if carrying out work on one occasion]</small>	DESIGNATED PERSONS <u>PREVENTATIVE RESOURCE</u> <small>Mark [YES] only if they are designated</small>	PERSONS AUTHORISED TO CARRY OUT <u>TASKS AT HEIGHT</u> <small>Only mark [Yes] if authorised</small>	AUTHOR PERSONS <u>"TASKS WITH ELECTRICAL RISK"</u> <small>(Operations and Manoeuvres) Only mark [Yes] if authorised</small>	PERSONS AUTHORISED TO USE <u>WORK EQUIPMENT (MACHINERY)</u> <small>Only mark [Yes] if applicable. Describe below.</small>		OBSER.
			COMPANY ORP information	Valencia Conference Centre ORP information	ORP TRAINING	Certificate of Good Health								

(Use one page per company)

STAMP, SIGNATURE AND NAME OF THE LEGAL REPRESENTATIVE OF THE BUSINESS THAT WILL CARRY OUT THE ASSEMBLY/SERVICES:

Signed: _____ Date: _____

*Valencia Conference Centre information includes: Assessment of Centre Risks and Emergency Measures

LEGAL NOTICE
The information in this document is confidential/privileged and is intended to be used for strictly professional purposes to ensure the correct performance of the service. We remind you that your data have been saved in the processing system of STATE OWNED BUSINESS VENUE VALENCIA CONFERENCE CENTRE and provided that you meet the legal requirements, you may exercise your rights to access, correct, limit processing, delete, transfer and object/withdraw, under the terms established by the current legislation on data protection by sending your request by post to AVDA CORTES VALENCIANAS, 60 46015, VALENCIA or by email to palcon@palcongres-vlc.com. If you received this document by error, please be advised that any disclosure, distribution or reproduction of this information is strictly prohibited and may be unlawful, and please notify us immediately and return the original document to us at the above address. Thank you.