

# Method Statement



KUALA LUMPUR  
CONVENTION CENTRE

Event Name		Demo/ Activities Location/Hall	
Event Date		Demo/ Activities/ Booth Name/ No	
No	Requestor Name	Mobile Number	Email
1			
2			
Name of Person performing the demo/ task/ activities		Mobile Number	Email
1			
2			
Description of activity			
Start Date / time :		End Date / time :	
<b>Note : Should the process involving special care or require proper management of item such as chemical, pyro technic etc - please specify details of handling, storage and disposal if applicable.</b>			

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Specify Each Task/Step (to provide video or and graphic guide)	Type of Hazard	Who's at Risks	Risk (incident consequence e.g. injury/fire/spillage/property damage and others)	Control Measures

**Emergency response plan(s) on the potential hazard(s) arising from the activity**

Use additional sheets where necessary

**Supervisor/Manager Declaration**  
I the undersigned agree that the exhibit/activity may go ahead with the controls identified and comply with the controls identify in this document (and in additional documents where indicated)

Requestor Name	
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Date this MS undertaken	
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