

- 1.1. **Introduction**
  - 1.2. This Code of Practice has been prepared for the guidance of those exhibiting tractors, engines and other equipment pertinent to the aims of the NVTEC. Its purpose is to promote a safe environment for the general public, fellow exhibitors and the exhibitor themselves
  - 1.3. The terms Vintage Tractor, Classic Tractor, Stationary Engine, etc are as set out in the Constitution of the NVTEC
  - 1.4. This Code of Practice sets out what are considered to be the **minimum** standards for exhibitors whilst taking part in such events as is the custom for members to attend.
  - 1.5. All exhibitors shall hold appropriate third party public liability insurance.
  - 1.6. Compliance with this Code of Practice shall be considered a requirement for the purposes of the third party public liability insurance provided by membership of the NVTEC whilst exhibiting tractors, engines or other equipment pertinent to the aims of the NVTEC.
  - 1.7. Whilst this Code of Practice covers the minimum requirements for the safety of the exhibitor and members of the public attending an event the Event Organiser may apply higher standards. These higher standards should then be complied with as required.
  - 1.8. It is not possible within this Code of Practice to cover every eventuality that may arise from the exhibition of vintage equipment due to the varying nature of the equipment involved. Exhibitors should consider the spirit in which this Code of Practice is given and apply their own assessment if their exhibit does not fall easily into one of the categories described here in.
  - 1.9. For members of the NVTEC the exhibiting of vintage machinery is a leisure pursuit and not a work activity. However, exhibitors should consider if they may need to wear PPE (Personal Protective Equipment) in certain situations. Open toe sandals or 'flip flops' are not advisable when unloading or loading vintage machinery. Care must be taken such that loose clothing, ties etc cannot become entangled in moving machinery, belts PTO's etc.
  - 1.10. This Code of Practice does not apply to steam driven vehicles or those outside the aims of the NVTEC
2. **Tractors**
    - 2.1. For the purposes of this Code of Practice a tractor may also be any other mechanically propelled agricultural machine such as a pedestrian controlled horticultural tractor, combine harvester, etc. that is pertinent to the aims of the NVTEC.
    - 2.2. On a rally site, or any other area to which the public have access, the driver may be 16 years of age if they have passed the appropriate driving test, otherwise they shall be at least 17 years of age, hold and not be prohibited from holding the appropriate driving licence.
    - 2.3. When on the public highway the driver shall hold the appropriate driving licence for the class of vehicle
    - 2.4. Tractors shall be covered by Road Traffic Act insurance and if driven on the public highway be fully taxed.
    - 2.5. The tractor will carry only **one** person regardless of the type of seat fitted. Under **no circumstances** will any passengers be carried.
    - 2.6. The loading and unloading of tractors shall take place either in a suitable enclosure or well away from the public areas as determined by the Event Organiser. If it is necessary to load or unload in a public area (for example due to breakdown) then the area around the loading shall be kept clear of the general public, preferably by stewards or marshals provided by the Event Organiser, and extra care shall be taken.
    - 2.7. Extra care should be taken when reversing or attaching implements especially when the general public are present in which case a steward or marshal should also be present to keep the general public clear.
    - 2.8. When moving about on the field, rally site or showground the tractor must be driven at a walking pace only. If the general public are present movement should be controlled by a steward or marshal provided by the Event Organiser.
    - 2.9. If the tractor is required to take part in Ring Events the driver should be confident that these are not of such a nature which requires the tractor to be operated in an unsafe or dangerous manner or at a speed at which the driver is unable to exercise proper control.
    - 2.10. When the tractor is on static display any battery should be disconnected, either physically or by means of a battery isolator switch, and all ignition keys removed. Where ever possible starting handles should be removed for safe keeping and to prevent unauthorised starting of the tractor.
  3. **Stationary Engines**
    - 3.1. For the purposes of this Code of Practice a stationary engine is considered to be an internal combustion engine powered by petrol, paraffin (kerosene), diesel or gas together with hot air, vacuum engines and similar. Steam powered stationary engines are not considered.
    - 3.2. The loading and unloading of stationary engines should take place within the confines of their own enclosure or as otherwise directed by the Event Organiser
    - 3.3. They shall be located at least 2m (6 ft) from the enclosure fencing or barrier. This distance may be extended by the Event Organiser depending upon the form of enclosure fencing or barrier being used.
- 3.4. There shall be at least 1m (3 ft) between adjacent exhibits.
  - 3.5. There should be an area of at least 1m (3 ft) all round the exhibit that is clear of trip hazards such as tools, fuel cans, seating, etc. This clear area may overlap that of adjacent exhibits, i.e. the minimum 1m (3 ft) between exhibits may be considered as the clear area for both adjacent exhibits. See Appendix 2 Clearances
  - 3.6. At all times the engine is running it shall be supervised by the owner or their representative, who shall be a person of not less than 13 years of age who holds appropriate third party public liability insurance such as that provided by membership of the NVTEC
  - 3.7. At the discretion of the Event Organiser junior members aged 12 years may also exhibit and operate a stationary engine provided they are always supervised by an appropriate and responsible adult of at least 18 years of age and who holds the necessary insurance cover.
  - 3.8. Those in charge of stationary engines should at all times show a careful and responsible attitude, setting a good example to the general public.
  - 3.9. Engines should not be used in such a way or for a purpose for which they were not originally designed or could reasonably be envisaged.
  - 3.10. As far as is reasonably practicable engines should be arranged such that any exposed flywheel is parallel to the enclosure fencing or barrier. Where this is not possible, or desirable, then the top of the flywheel should rotate away from the enclosure fencing or barrier.
  - 3.11. Before refuelling engines should be brought to a standstill and the fuel taps turned off. All sources of ignition shall be removed to at least 2m (6 ft) away. Fuel cans shall have their caps replaced and secured before any attempt is made to start the engine.
  - 3.12. All fuel shall be stored in approved containers away from all sources of heat and ignition. Only sufficient fuel for the immediate requirements should be stored in the vicinity of the engine any additional fuel should be stored at the owner's tender vehicle.
  - 3.13. When bottled gas is used to power a stationary engine the gas bottle or container should always be suitably secured to maintain the container in a vertical position and prevent it being displaced.
  - 3.14. When a stationary engine of the hot bulb type is being started by a gas torch the torch shall be extinguished as soon as the engine has started. The gas container shall then be stored in a safe position

- with the valve turned off where there is no danger of it being knocked over or accidentally re-ignited.
- 3.15. Flexible connections between the gas container and the engine should be made with suitable pipe manufactured to BS 3212 or BS EN 1763 fitted with crimped joints. The flexible pipe shall not exceed 2m (6ft) in any application.
- 3.16. When the engine is not running all valves must be turned off.
- 3.17. Gas bottles must never be stored in depressions in the ground. The gas is heavier than air and collects at the lowest point.
- 3.18. Spare gas bottles must not be left in the engine enclosure. They should be stored at the owner's tender vehicle and full bottles should be clearly labelled.
- 4. Bygones and Miscellaneous Displays**
- 4.1. These generally consist of displays such as tools, petrol cans, dairy equipment, horticultural equipment and other farming ephemera.
- 4.2. If the exhibits are displayed at ground level a suitable barrier approximately 1m (3 ft) high should be provided to prevent the exhibits causing a trip hazard.
- 4.3. If the exhibits are displayed on a table, bench, trestles or similar they shall be exhibited in such a manner that they cannot fall onto spectators, especially small children. Consider the ground conditions when erecting the display table, is it stable?
- 4.4. When displays are contained within caravan awnings, gazebos or similar, care shall be exercised not to create trip hazards from guy lines and similar obstructions.
- 4.5. Where the items on display have functional sharp edges or points (e.g. slashers, hedging knives, saws, pitch forks, etc.) steps shall be taken to protect the edges and points to prevent injury.
- 5. Working Exhibits**
- 5.1. Working exhibits can take many forms from a simple water pump driven by a stationary engine to the recreation of a threshing event with threshing drums, balers, chaff cutters, etc all driven from tractor pullies. Exhibits driven by steam engines are not considered in this Code of Practice.
- 5.2. For the purpose of this Code of Practice a stationary engine and any equipment driven from it by a belt or similar shall be considered a single exhibit.
- 5.3. Drive belts should not be excessively long consistent with the correct operation of the equipment, a flat belt drive will generally be much longer than a 'V' belt drive. The belt drive should not be within reach of the general public and should as far as possible be arranged not to cause a hazard to other exhibitors within the same enclosure. If a belt should come adrift it should not be possible for it to cross the enclosure fence or barrier into the public area.
- 5.4. Many vintage generators and electrical equipment, such as may be driven from a stationary engine, have exposed live electrical terminals and parts in normal operation. The exhibitor should consider to provision of suitable shrouds to prevent accidental contact with these parts. Clear "Perspex" is a suitable material which will not unduly detract from the interesting appearance of the equipment.
- 5.5. Vintage electrical equipment was not constructed to the same stringent standards as are applied today, coupled with the fact that most are also exhibited outdoors, additional safety measures should be considered such as earth spikes and RCD's (not suitable for DC dynamos) which may be enclosed in a suitable box so as not to detract from the display.
- 5.6. Small exhibits driven by stationary engines which do not require constant attention of the exhibitor, such as water pumps, small generators, etc should follow the same guide lines as given above for stationary engines in respect of the distances from barriers etc.
- 5.7. Larger exhibits which require attention from the exhibitor, and or others, such as a mill, driven from a stationary engine, being used to grind corn or a threshing machine, driven from a tractor pulley, threshing corn shall have enough clear space all around to allow the operators safe access with no trip hazards. See Appendix 2 for further guidance.
- 5.8. It is likely in the case of large machines such as threshing drums that a separate enclosure will be required and the distance from the enclosure fencing or barriers will need to be increased to at least 3m (10 ft).
- 5.9. Saw benches need extra care when being demonstrated, ideally, they should be located within their own separate enclosure. The area around the saw bench and its power source must be kept clear of all trip hazards such as tools, spare pieces of timber etc. See Appendix 2 for further guidance.
- The part of the saw blade below the bench table should be enclosed to the greatest extent possible and a top guard should be fitted above the saw blade extending beyond the point where the blade passes through the table. A riving knife should be fitted as near as is practicable to the saw blade. The Health and Safety Executive offer further information and guidance in their Information Sheet No 16 "Circular Saw Benches Safe Working Practices" available to download at <http://www.hse.gov.uk/pubns/wis16.pdf> to which reference is recommended. Only competent operators over 18 years of age should operate a saw bench and its operation should be discussed and agreed with the Event Organiser.
- 6. Ploughing Matches**
- 6.1. Ploughing matches present some 'special circumstances' with regard of the operation of moving vehicles since the general public is likely to be present in close proximity to tractors and ploughs. By the very nature of a ploughing match event it is not practicable to provide fences or barriers to segregate the public and moving machinery.
- 6.2. Drivers should take extreme care when turning at the headlands where the general public are likely to be spectating from. As far as is reasonably practicable all relevant parts of Section 2 above will apply.
- 7. Tractor Road Runs**
- 7.1. The driver shall hold the appropriate driving licence for the class of vehicle
- 7.2. Tractors shall be covered by Road Traffic Act insurance and be fully taxed.
- 7.3. A tractor road run is not an act of agriculture or forestry so rebated fuels, such as red diesel, should not therefore be used.
- 7.4. Drivers of TVO fuelled tractors should hold a current TVO licence if they mix their own TVO
- 7.5. The tractor will carry only **one** person regardless of the number or type of seats fitted. Under **no circumstances** will any passengers be carried on the tractor.
- 7.6. Tractors should be in a safe and road worthy condition especially with due regard to the braking system.
- 7.7. Transport boxes are not designed for the carriage of passengers. Their use as such may invalidate the driver's insurance and event organisers may restrict or prohibit their use.
- 7.8. The carriage of passengers in a trailer drawn by a tractor on a public highway may give rise to an offence under the Construction & Use Regulations 1986 as amended. This may invalidate the driver's insurance. However, the Health and Safety Executive offer guidance on the use of trailers for the transport of workers in their leaflet "Carrying Passengers on Farm Trailers" Agricultural Information Sheet No 36. <http://www.hse.gov.uk/pubns/ais36.pdf> to which reference is recommended. Event organisers may restrict or prohibit the use of trailers for the carriage of passengers.
- 7.9. Drivers should show due regard to other road users. Wherever possible allow space for other road users to pass safely. Do not drive too close to the tractor in front, allowing sufficient space for an overtaking vehicle to pull in. Drivers should try to maintain visual contact with the both the tractor in front and the tractor behind to reduce the risk of participants becoming disorientated and lost.
- 7.10. If it is necessary to use any railway crossing extra vigilance must be used. Before entering onto the crossing ensure your exit is clear, do not stop on or within 3m (10ft) of any railway line. If there is any doubt about being able to cross safely contact the signal box via the telephone located adjacent to the railway crossing for permission to cross. Always be aware trains may be approaching and cannot stop in a short distance.
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