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|  |  |  |  |
| **Crowd Safety** |  |  |  |
| Are grounds/facilities free from hazards? (i.e.even ground/floor surface; no trip hazards;hazards fenced;) |  |  |  |
| Are all attractions/activities/structurescomplete and staffed? |  |  |  |
| Are structures/seating sound and secure;stairways/platforms and equipment guarded;protective barriers/fencing secure? |  |  |  |
| Entrances/Exits – Are adequate entrancesand exits open, clearly marked and staffed tocontrol admission where necessary? |  |  |  |
| Are all circulation areas, staircases/escaperoutes/exits unobstructed with alldoors/gates unlocked? |  |  |  |
| Are any vulnerable groups/ individuals in adesignated location? |  |  |  |
|  |  |  |  |
| **Crowd Control** |  |  |  |
| Is the control room operational, withcommunications and PA system working? |  |  |  |
| Is there adequate communication betweenall parties? |  |  |  |
| Are the required number of stewards in theirallotted positions; fully briefed on their dutiesand wearing jackets/tabards? |  |  |  |
|  |  |  |  |
| **Traffic Control** |  |  |  |
| Is there adequate traffic managementarrangements? |  |  |  |
|  |  |  |  |
| **Electrics** |  |  |  |
| Are all electrical installations* completed and certified?
* cabling/equipment secure/protected?
* clear of public circulation areas
 |  |  |  |
|  |  |  |  |
| **Lighting** |  |  |  |
| Is there adequate normal and emergencylighting provided? |  |  |  |
| Is it in working order and lit where necessary? |  |  |  |
|  |  |  |  |
| **Medical Facilities** |  |  |  |
| Are there adequate first aid/medical/emergency facilities/persons on site? |  |  |  |
| Is a suitable clearly identified positionavailable as a first aid post? |  |  |  |
|  |  |  |  |
| **Emergency Procedures** |  |  |  |
| Are there procedures for minor incidents?Are there procedures for missing children?Are there procedures for evacuations?Are there procedures for fire?Are there procedures for a bomb threat?Are there procedures for crowd disturbances?Are emergency exits kept clear? |  |  |  |
|  |  |  |  |
| **Fire Precautions** |  |  |  |
| Is fire fighting equipment in place?Is rubbish and other combustible material stored away from tents and site structures? |  |  |  |
|  |  |  |  |
| **Structures** |  |  |  |
| Are these licensed and certified as required?Are they adequately secured and safe access& egress ensured? |  |  |  |
|  |  |  |  |
| **Sanitary & Welfare** |  |  |  |
| Is clearly marked toilet & hand washingfacilities available (including disabled)?Have arrangements been made to servicethem during the event?Are sufficient bins provided around the siteand arrangements madeto empty them during the event?Is drinking water available? |  |  |  |
| Specify **Others** as appropriate: |  |  |  |