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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/structures  complete and staffed? |  |  |  |
| Are structures/seating sound and secure;  stairways/platforms and equipment guarded;  protective barriers/fencing secure? |  |  |  |
| Entrances/Exits – Are adequate entrances  and exits open, clearly marked and staffed to  control admission where necessary? |  |  |  |
| Are all circulation areas, staircases/escape  routes/exits unobstructed with all  doors/gates unlocked? |  |  |  |
| Are any vulnerable groups/ individuals in a  designated location? |  |  |  |
|  |  |  |  |
| **Crowd Control** |  |  |  |
| Is the control room operational, with  communications and PA system working? |  |  |  |
| Is there adequate communication between  all parties? |  |  |  |
| Are the required number of stewards in their  allotted positions; fully briefed on their duties  and wearing jackets/tabards? |  |  |  |
|  |  |  |  |
| **Traffic Control** |  |  |  |
| Is there adequate traffic management  arrangements? |  |  |  |
|  |  |  |  |
| **Electrics** |  |  |  |
| Are all electrical installations   * completed and certified? * cabling/equipment secure/protected? * clear of public circulation areas |  |  |  |
|  |  |  |  |
| **Lighting** |  |  |  |
| Is there adequate normal and emergency  lighting 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 position  available 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 washing  facilities available (including disabled)?  Have arrangements been made to service  them during the event?  Are sufficient bins provided around the site  and arrangements made  to empty them during the event?  Is drinking water available? |  |  |  |
| Specify **Others** as appropriate: |  |  |  |