



Emergency Operations Plan

General Information

INTRODUCTION

Emergent situations may arise at any time during live events. The organizer's ability to appropriately respond to any incident relies on the careful evaluation of potential risks and the development of an action plan that addresses those risks.

AVP management believes that when an emergency situation occurs on the event premises, it must, to the extent reasonably possible, take the necessary action to safeguard its guests and employees, to minimize damage to event property and its effect on event operations.

Management understands that such action should be preplanned in writing, prior to such an emergency and should be consistent across all operations. This Emergency Operations Plan, herein after referred to as the EOP, is part of management's effort to meet this objective.

AVP, as an organization, will be prepared to evaluate and respond appropriately to emergency situations, to prevent or minimize injury or illness to guests, event personnel and the public, and to minimize resulting damage. This will be accomplished through the planned actions of event personnel and with the participation of outside agencies, as the severity of the incident may indicate.

Security Plan

VULNERABILITY

The following general risk assessment has been conducted to better understand the potential situations the AVP will face in order to build a contingency plan to deal with these risks.

Severe Weather

Lightning

Episodes of lightning are quite common during the summer months. They follow no known geographic pattern in the selected AVP Counties. **Risk Level 3**

With associated lightning, hail is possible and occasionally causes damage.

Severe Winds

Severe winds can occur in during the time of this event. It should be expected that with weather cells involving lightning, wind gusts could be high enough to warrant activation of a high wind action plan. **Risk Level 3**

Event Threat Level 1- Minor threat of adverse action. Baseline security procedures in place with no escalation.

Event Threat Level 2- Moderate threat of adverse action. ETL 2 will be activated if there is evidence to believe there could be an adverse action. Security procedures are heightened and special security actions may be instituted.

Examples that would escalate to ETL 2

1. i) Known protest outside the event
2. ii) Labor disputes
3. iii) Threat of severe weather
4. iv) Known event specific crowd behaviors

Event Threat Level 3- A credible threat has been made to either the event or performing artist or similar events in the world, country or region. Special security procedures will be instituted and outside agencies consulted and/or employed.

PROHIBITED ITEMS

The following items will be prohibited from entering the venue.

- NO Drugs
- NO Alcohol
- NO Animals (Except Service Animals per ADA guidelines)

- NO Weapons (regardless of permit)
- NO Unauthorized Vending of Products
- NO Fireworks
- NO Audio or Video Recording
- NO Professional Cameras
- NO Laser Pointers
- NO Spray Paint
- NO Fireworks
- NO Aerosol Cans or Noise Making Devices

ALCOHOL COMPLIANCE

Alcohol will be for sale during the operating hours of the event. Foreseeing alcohol risks and instituting measures to protect patrons from those risks is a priority for the AVP. Over consumption of alcohol by guests can lead to disorderly conduct and in some instances, serious medical conditions.

Alcohol Management Policies

- All persons requesting alcoholic beverages will be required to present a valid government ID a verification of age. No one under the age of 21 will be served alcoholic beverages.
- Alcohol from any external source will not be allowed in the venue at any time.
- No alcoholic beverages will be allowed to leave the venue.
- Staff may deny the sale of alcohol to any individual or group at any time.
- The Event Director of Security will reserve the authority to cease all alcohol sales at any time for any reason.
- All alcoholic beverages will be secured by lock at all times when not for sale.
- All areas serving alcohol will be staffed with security to maintain order and monitor the crowd.

ID Verification Procedure

All guests will be required to be 21+ and produce a valid government ID regardless of age. IDs will be verified by trained bar and wait staff. All ID check staff will be server-seller trained. A separate colored wristband will be used for each day of the AVP. Guests will be ID and age verified prior to the sale of alcohol and a strict 21+ age minimum will be enforced.

Over Consumption Management

All alcohol vending staff will be server-seller trained in order to avoid serving a guest that is visibly intoxicated. It is the AVP policy that guests that are visibly intoxicated be denied the sale of alcohol. The AVP will enforce the follow policy with regard to the sale of alcohol:

- Visibly intoxicated guests will be denied the sale of alcohol.
- Guests exhibiting signs of high intoxication will be referred to medical for medical clearance.

- The sale of alcohol will cease 90 minutes prior to the close of the event.
- The Security Director along with the AVP director will reserve the right to cease all alcohol sales if public safety is at risk.

INCIDENT MANAGEMENT

As with all live events, staff will be exposed to an incident of some kind during their employment at AVP. Understanding incident management will ensure that every incident is addressed in an appropriate and efficient manner protecting the safety and security of our guests and the integrity of our event.

What is an incident?

An occurrence or event that interrupts normal procedure or the expected operation.

• Identification

The first step in effective incident management is identification of an incident. Most of the time, an employee will either witness an event as it occurs or receive a report of an incident from a guest or contractor.

• Notification

Once an incident is identified, it must be reported to Event Command. Our Event Command dispatchers are trained to appropriately respond to incidents through asset allocation and event initiation in our Incident Management System (IMS).

• Response

Response to the incident would include asset allocation (security or medical response) and local response, or things staff can do on scene that will begin to resolve the incident. Many times this includes communicating with guests, securing the incident area and most importantly, making observations and taking notes of the circumstances and conditions surrounding the incident.

• Assist

Assist in the resolution of an incident through identification of witnesses, taking photographs and assisting responding resources as needed.

• Report

Report what you heard, what you saw, what you did, and when you did it in a neat and organized incident report.

LOST PERSONS:

Notify Event Command on **CHANNEL #1**

Staff may encounter teenage or adult guests that may be separated from their group and request assistance being reunited (Lost Seeking Assistance or **LSA**). In other instances, a group may request assistance in finding someone they have lost (Lost Being Sought or **LBS**). Quick and decisive action is imperative and many times the safety of the lost guest is dependent upon the group they have come with.

- Staff will inform Event Command of a lost person over the radio.
 - If **LSA** indicate what location that person was found in.
 - If **LBS** indicate where they were last seen.
- **Do not leave the lost person or the reporting person.**
- If **LSA** take the person to First Aid and notify Event Command.
- Provide an accurate description of person including height, weight, gender, age, hair color, clothing, name and other distinguishable characteristics to Event Command. This may include altered mental status, confusion or other disability.
- Event Command will declare and announce the "lost person" and provide details over all radio channels.
- If the person is suspected of having an altered mental status or is confused, staff assigned to exit gates or areas with exit gates will maintain a post on the gates and monitor all persons exiting for a person meeting the description.
- Event Command will coordinate a search for a lost person on the event grounds.
- If it is suspected that the person has left the facility, the Security AOD will request/coordinate a search with the local police.
- Once the **LSA** is reunited with their party, First Aid staff will notify Event Command.
- Once the **LBS** is found, Event Command will coordinate the reunification with the reporting party.
- After the parent/guardian and child are reunited, Event Command will declare the "Lost Person" cancelled.

Emergency Response Plan

INITIAL ACTION

Upon discovery of an emergency incident, or potential situation which could lead to an emergency, staff at the event is instructed to contact the Event Command through one of the following methods:

- Telephone
- **RADIO CHANNEL #1**
- Direct verbal communication

Event Command will notify the Security who will initiate an incident by establishing incident command in conjunction with the appropriate local jurisdiction when appropriate. Emergency Response will follow the National Incident Command Structure when possible.

SEVERE WEATHER INCIDENTS

Severe weather incidents can occur at any time and with little to no warning. It is imperative that weather be monitored throughout the event build show days and strike to ensure life saving actions can be initiated at the first indication severe weather will affect the site.

Weather Monitoring

Weather will be monitored by Weather Ops located in the Event Command Center. It will be the responsibility of the AVP Director to use available weather information to initiate actions after consultation with the security management team and the National Weather Service representative.

POTENTIAL EXPOSURES FOR EMERGENCY SCENARIO

- High Heat
- High Winds
- Lightning
- Tornado

High Heat

Extreme summer heat can result in heatstroke, heat exhaustion, heat syncope, and heat cramps. Extreme summer heat is characterized by a combination of very high temperatures and humid conditions. The major threats of extreme summer heat are heat exhaustion and heatstroke. Heat exhaustion is a less severe condition than heatstroke, but it causes problems involving dizziness, weakness and fatigue. Heat exhaustion is often the result of fluid imbalance due to increased perspiration in response to the intense heat. Treatment generally consists of restoring fluids and staying indoors in a cooler environment until the body returns to normal. If heat exhaustion is not addressed and treated, it can advance to heatstroke, so medical attention should be sought immediately. Heatstroke symptoms include a high body temperature, dry skin, inadequate perspiration, paleness or reddening, confusion or irritability, and seizures and the victim may become delirious, stupors, unconscious, or comatose. Cooling is essential to preventing permanent neurological damage or death. Other, less serious risks associated with extreme summer heat are often exercise-related and include heat cramps (an imbalance of fluids that occurs when people unaccustomed to heat exercise outdoors) and heat syncope (a loss of consciousness by persons not acclimated to hot weather). Periods of hot weather also entail risks of dehydration, even for those who are not engaged in demanding physical activities. Extreme heat poses the greatest danger to our AVP guests.

In an effort to mitigate risks associated with high heat, the AVP will do the following:

- Guests will be permitted to enter the venue with water bottles.
- Employees and staff will be educated on the symptoms of dehydration.
- Water stations will be throughout the venue with spigots to refill water bottles, additional water bottles will also be available to patrons.

High wind

Weather resulting in high winds can come as a result of a weather cell easily identifiable via weather monitoring come on suddenly as a result of a squall.

High winds can be damaging lifting debris into the air creating dangerous and sometimes lethal projectiles. Further, temporary structures with a roof can act as a sail as wind collects around them.

In the event of high winds the management team will decide to stop the event or issue a warning to patrons.

Lightning

With associated lightning, hail is possible and occasionally cause damage.

Should lightning be identified:

- A severe weather warning will be broadcast over all radio channels indicating lightning is imminent.
- Should it be determined that the site is in imminent danger of lightning, guests will be directed to immediately seek shelter.
- All entry gates will be prepared for exiting.
- Staff will direct guests to the nearest exit gates.
- Staff will be instructed to seek shelter after assisting guests.

FIRE

Event personnel will respond only to a fire at the incipient stage. The AVP will rely on the services of local paid and volunteer fire departments to respond to fires beyond the incipient stage (that which can be normally extinguished with a hand held fire extinguisher).

POTENTIAL EXPOSURES FOR EMERGENCY SCENARIO

- Fire involving fuel for equipment
- Propane fire/explosion
- Fire involving hazardous chemical on-site
- Fire involving hazardous chemical off-site
- Fire starting on cooking surfaces
- Cooking equipment fire (catering)
- Field equipment fire
- Electric transformer fire
- Electrical fire
- Fire in office trailers

- Propane fired grills & fork trucks
- Trash can/dumpster fire
- Fireworks detonated in parking area
- Fire caused by fireworks
- Release from compressed gas cylinder
- Hot work fire from cutting/welding

REPORT ALL FIRES IMMEDIATELY!

Organizational Actions

- Report any unsafe or hazardous conditions immediately.
- Report vehicles parked in or blocking fire lanes immediately.
- Report fires or unknown sources of smoke immediately.
- Isolate the area of the fire and deny entry to all others.
- Attempt to extinguish small fires (one fire extinguisher).
- Have a backup person assisting you with a second extinguisher for your protection.
- Have a way out of the fire area at all times.
- Never turn your back on the fire.
- Direct emergency responders to the scene.
- Assist with evacuations as required.
- Assist with pedestrian control as required.
- Assist with the treatment of injured persons, control of utilities, and assessment of damage as needed

Evacuation Plan

There may be times Emergency personnel at the site can effectively respond when an evacuation is required utilizing this section of the Emergency Response Plan.

NOTE: It should be noted that there may be times when it is safer to stay in place, instead of evacuating to the outside of the event grounds. The Emergency Manager will have to make this decision based on information that he obtains.

PRE-EVENT BRIEFING

Prior to the event, the event staff will be briefed on the evacuation procedures and job function specific roles will be established and conveyed to individuals.

All staff will be reminded to identify the exits nearest their work station and determine an appropriate alternate exit.

DETERMINATION TO EVACUATE

The determination to evacuate will be made by the AVP Director after consultation with the Security Director, the event emergency manager and event command staff. Once the

determination to evacuate has been made, the event emergency manager assumes command and control of the evacuation procedures.

EMERGENCY RESPONSE TEAM

The emergency response team will consist of the following AVP managers and will facilitate the evacuation procedures.

NAME	TITLE	COMPANY	CELL PHONE
Logan Dan	Event Director	Kilowatt	941.962.1441
Jenna Curtis	Event Manager	Kilowatt	727.409.3928
Josh Glazebrook	Director of Events	AVP	559.303.2252
Andrew Young	Director of Operations	AVP	772.473.9824

Should a situation have the potential for evacuation, the emergency response team will immediately be notified via cell phone and/or SMS messaging