



# FIRE/EMS-PAK & PUBLIC ENTITY PAK SPECIAL EVENTS - SURVEY SAFETY & SECURITY

Name of Insured: \_\_\_\_\_ City/State: \_\_\_\_\_ Policy #: \_\_\_\_\_

1. Establish a chain of command so that proper authority can be established and is known by all. Who is the person in charge of safety & security? \_\_\_\_\_

Is this person an employee/member of your organization?  Yes  No

This person should have any necessary experience or training needed to be in charge and assure the safety of all.

2. Have you established safety procedures to follow to assure the safety of everyone who is attending this event, to secure safe shelter in a safe and timely manner, if needed?  Yes  No  
Some of those procedures should include:

- a. Checking weather conditions prior to the start of the event.
- b. Having a means of being updated on weather conditions during the event.
- c. Giving warning to all attending enough in advance for them to seek shelter in a safe and timely manner.
- d. Having local police assist you in any traffic problems that may arise.

3. Will the safety & security people be employees/members of your organization?  Yes  No If No, who will it be? \_\_\_\_\_

4. Are you responsible for canceling or postponing the event(s) due to bad weather?  Yes  No

If No, provide name, address & phone number of who is: \_\_\_\_\_  
\_\_\_\_\_

5. Will your security people have training in crowd control and behavior?  Yes  No

6. Are you responsible for providing emergency medical assistance for the people attending this event?  
 Yes  No

If Yes: Have an ambulance or rescue van on the scene. Will you have an ambulance or rescue van on the premise to take care of any emergency situations?  Yes  No

If No.: Have some other form of emergency assistance available. Have a designated area from which to call an ambulance if one is needed. Make sure everyone knows where the phone is and have the emergency number clearly visible.

a) State what other emergency medical assistance you will be providing: \_\_\_\_\_  
\_\_\_\_\_

b) State the location of the telephone used to call an ambulance, if needed: \_\_\_\_\_  
\_\_\_\_\_

c) Is this telephone area posted so people will easily see it?  Yes  No

d) Is the emergency number in plain view for anyone to see it?  Yes  No

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Insured's Representative