

Emergency Evacuation Plan
Multicultural Night Under the Stars
Saturday 1 March 2014 from 6pm to 9.30pm

1. All staff and volunteers to be briefed on emergency evacuation procedure.
2. On identification and evaluation of a real and present danger, that risk is to be conveyed to Emergency Coordinator **Shamara Williams on 0428 971 448.**
3. Emergency Coordinator will order the entertainment to stop (in conjunction with stage manager Di Stewart) and instruct lighting and sound staff to change audio accordingly.
4. MC to announce the following, using the sound system;

“A situation has arisen that requires all patrons to evacuate the area immediately, in a calm and orderly manner. Could everyone please make their way to the lawned area immediately in front of the visitor centre to my right”

5. Nominated safety wardens (security staff and crowd control volunteers wearing distinguishable vests) will direct people to the designated safe areas.
6. Emergency Coordinator is to inform all emergency services of the identified real and present danger.
7. Once area has been secured by emergency services, patrons will be permitted to leave designated safe area.