



# *The First Ten Plays*

## MASS GATHERING PLANNING BASICS

- **Make sure the event has all the licensing with local government and agencies and has been fully approved including the schedules and timelines of the event.**
- **Obtain legal advice to ensure all laws and regulations are being met, as well as considerations regarding liabilities, acts of omission, financial obligations, and impacts of the event on other emergency services (blocking access routes).**
- **Consider alternate venues in case the primary venue becomes unsuitable. Be sure the primary venue is the best site based on type of activity, services, structure security, seating, and transportation access.**
- **Do a complete hazards analysis for the site including fire, flood, quake, high wind, electric lines, water and gas lines, temperature extremes, rain, and pests.**
- **Develop a dedicated access for ingress and egress of emergency services vehicles: EMS, fire, law enforcement.**
- **Establish a command post and ensure it has capability of back up power, at least three or more forms of redundant communication, and is secure from intrusion.**
- **Set up security barriers and check points in ring formations that create increasingly tighter security within each ring.**
- **Plan multiple evacuation routes with clear signage that can be used no matter the kind, direction, speed or duration of threat. Make sure restrictive barriers do not block evacuation egress.**
- **Establish badging and security check points for internal staff and vendors, including media. This includes having a media area set up and secured.**
- **Establish traffic control and crowd control elements to ensure spectators and participants have appropriate direction and flow in and out of the site.**

*\* These are not listed in order of importance but as a group of materials that will increase the possibility of positive outcomes.*