

DETERMINING VENUES CHECKLIST

Question	Yes	No
Will staging the event require multiple venues?	<input type="checkbox"/>	<input type="checkbox"/>
Is this kind of event normally conducted at a fixed facility?	<input type="checkbox"/>	<input type="checkbox"/>
Will a fixed facility be used in ways that may not be considered normal for that facility?	<input type="checkbox"/>	<input type="checkbox"/>
Is the event regularly conducted at a temporary venue?	<input type="checkbox"/>	<input type="checkbox"/>
Is the event a "one-of-a-kind" project at a temporary venue?	<input type="checkbox"/>	<input type="checkbox"/>
What services/utilities are available at the venue?	<input type="checkbox"/>	<input type="checkbox"/>
Will additional services and utilities be required at the venue?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a need for backup services or utilities (i.e., redundant systems)?	<input type="checkbox"/>	<input type="checkbox"/>
Are shelter facilities available at:	<input type="checkbox"/>	<input type="checkbox"/>
• Transport pickup and dropoff areas?	<input type="checkbox"/>	<input type="checkbox"/>
• Spectator and official viewing areas?	<input type="checkbox"/>	<input type="checkbox"/>
• Seated eating areas?	<input type="checkbox"/>	<input type="checkbox"/>
• Pedestrian thoroughfares?	<input type="checkbox"/>	<input type="checkbox"/>
• First aid and medical centers?	<input type="checkbox"/>	<input type="checkbox"/>
• Competitor and officials marshaling areas?	<input type="checkbox"/>	<input type="checkbox"/>
Will the event continue during the hours of darkness?	<input type="checkbox"/>	<input type="checkbox"/>
Have you provided for the needs of people with disabilities?	<input type="checkbox"/>	<input type="checkbox"/>
Does the date of the event conflict with other events to be conducted in the area?	<input type="checkbox"/>	<input type="checkbox"/>
Will seasonal weather require any special contingency planning?	<input type="checkbox"/>	<input type="checkbox"/>
Have you surveyed the proposed site (particularly outdoor sites) for inherent hazards associated with location, and have any been identified? For example, do utility lines that could be brought down by a severe storm traverse the site? Is the site adjacent to a waterway prone to flooding?	<input type="checkbox"/>	<input type="checkbox"/>
Is the site layout such that, in the event of a mass casualty incident, space is available for an onsite triage area to permit stabilizing medical treatment before critical patients are transported to local health care facilities?	<input type="checkbox"/>	<input type="checkbox"/>
Is such an area accessible to ambulances to eliminate the need for carrying patients long distances?	<input type="checkbox"/>	<input type="checkbox"/>

Question	Yes	No
Does the site allow for mass decontamination considerations?	<input type="checkbox"/>	<input type="checkbox"/>
Have site emergency evacuation considerations been addressed?	<input type="checkbox"/>	<input type="checkbox"/>
Does the site allow for adequate crowd regulation by means of, for example, existing regimented seating areas or flow barriers?	<input type="checkbox"/>	<input type="checkbox"/>
Are spectator overflow areas available to prevent crowd crush should spectator turnout significantly exceed expectations, a common phenomenon at rock concerts?	<input type="checkbox"/>	<input type="checkbox"/>
In an urban setting, as is characteristic of a stadium venue, could the adjacent streets on all sides be closed to other than emergency, service, and resident vehicles, creating a perimeter for access as well as a buffer zone?	<input type="checkbox"/>	<input type="checkbox"/>
Is a staging area for protestors available? Is it required?	<input type="checkbox"/>	<input type="checkbox"/>

Note: A universal map/grid referencing system for the entire event footprint should be developed in advance for all attendees and event staff (including public safety personnel) to allow for rapid identification of event-specific facilities and other locations in an emergency.