

<b>Name:</b> <b>Position:</b> <b>Callsign:</b>	<b>EVENT: Bruno Mars</b> <b>Risk Cat.:</b> <span style="border: 1px dashed black; padding: 2px;">OS</span> <b>Date: Wednesday 3rd May 2017</b>	<b>Today's Briefing Topic:</b> Counter terrorism and Evacuation Procedures
<b>RUNNING ORDER</b>	<b>IMPORTANT INFORMATION</b>	
<b>Doors: 18:30</b>  <b>Anderson Paak:</b> 20:00 – 20:40  <b>Interval:</b> 20:40 – 21:00  <b>Bruno Mars:</b> 21:00 – 23:00  <b>Curfew: 23:00</b>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 30%;"> <b>Codes:</b>  Code <span style="border: 1px dashed black; padding: 2px;">OS</span>  Code <span style="border: 1px dashed black; padding: 2px;">OS</span>  Code <span style="border: 1px dashed black; padding: 2px;">OS</span> </div> <div style="width: 30%;"> <b>Incident/Fire</b>  <b>Suspect Package</b>  <b>Lost Child</b> </div> <div style="width: 30%; text-align: right;">  </div> </div> <p><b>Pre Evacuation Message:</b></p> <div style="border: 1px dashed black; padding: 5px; text-align: center; font-weight: bold; font-size: 1.2em;">I&amp;S</div> <p><b>On hearing this message you must proceed to your evacuation positions.</b></p> <p><b>RV ASSEMBLY POINT:</b> <span style="border: 1px dashed black; padding: 2px;">I&amp;S</span></p> <p><b>Make sure your stewards understand their <span style="border: 1px dashed black; padding: 2px;">OS</span> positions, the evacuation procedures and their 'Actions On' seeing a violent incident (find nearest radio holder)</b></p>	
<b>ON DUTY</b>	<b>CUSTOMER SERVICE</b>	
Promotor: Promoter Rep:  Fire Safety Officer: Executive on Duty: Event Duty Manager: Head of Security:  Tickets & Information point:	Company: Live nation Max Burnham  Lee Sinnott Sarah Hodson Susie Allott Tom Rigby  Guillaume and Nadine	All staff to be aware of nearest: <ul style="list-style-type: none"> <li><b><u>RADIO HOLDER</u></b></li> <li>Toilets</li> <li>Baby Changing</li> <li>Disabled Toilets</li> <li>Lift Access</li> <li>ATM (Block 113 &amp; 120)</li> </ul> <b>Lost property</b> to Tickets & Information (Hunts Bank/Block 101)
<b>VENUE CONFIGURATION</b>		
Stage Position: Floor Layout:  Lower Tier in Use: Upper Tier in Use:  Floor Entrances:	End Stage Standing x2700  122 – 117 222 – 217  Usual 6: 104/105, 106/107, 107/108, 109/110 110/111, 112/113	Thorough <b>Pre Event / Egress</b> checks <b><u>MUST</u></b> be carried out before and during the event  Incidents involving <b>disabled customers</b> or <b>access to facilities <u>MUST</u></b> be referred to a supervisor immediately and incident reports filled in for those involved.  Incident Reports at Tickets & Information for stewards to fill in if involved in any incident that may result in a complaint
<b>GENERAL EVENT INFORMATION</b>		<b>AUDIENCE AND EVENT SPECIFICS</b>
F&B Stands open:  Mobiles:  Bottle Policy:  Medical:  Overflow Bar: Prime View Bar: Old Mout Bar: Gallery in use: Suite Holders Car Park: Plus One:	037, 105, 108, 109, 112, 113 Fast Pour, 114, 119, 120, 121, 122, Mobs, Floor, Floor Fast Pour  Bottle tops off – Floor decant  <div style="border: 1px dashed black; padding: 2px; text-align: center; font-weight: bold;">Operationally Sensitive</div> <b>ALL</b> medical incidents <b><u>MUST</u></b> be seen by a medic before leaving the venue Yes – Walk In Bar Yes – from 17:00 No No No Yes – View Overflow	Attendance: 15,500 Approx  Audience Profile: 15+. 30:70 M/F split.  Mixed Crowd. Some younger potentially inexperienced gig goers. Couples and small groups of friends, low-moderate drinking.  Stage Effects: Pyro, Lasers, Confetti