



EMERGENCY ACTION PLAN

INTRODUCTION

This document is intended for general guidance for FC Isle of Man operated matches within the Bowl.

It outlines various actions, lines of authority and responsibility dependant on the incident and the severity of the incident.

It has been compiled after liaison with the Emergency services, venue owners and with regard to the 'Code of Practice for Outdoor Events'.

All event staff should to familiarise themselves with its content.

For the purpose of this document the following apply:

Event Supervisor:

Paul Quayle – 07624 457507

Event Staff:

Anybody acting and badged as an official of the event

Venue Staff:

2 NSC staff overseeing the event, providing stadium and toilet cleanliness and responsible for liaising with the match supervisor on implementing any emergency actions.

INCIDENT - FIRE

ACTION

On discovering a fire, an immediate decision should be taken as to whether the fire can be contained. If it can be contained, event staff should deal with the incident with the appropriate fire fighting equipment, with which they should already be familiar (ie type and location).

All incidents, however minor, should be reported to the venue staff/management for recording on an incident form.

If the fire cannot be contained, or if there is any doubt at all as to its severity the Emergency Services should be alerted. The person discovering the fire should alert the Emergency Services and confirm to the Event Supervisor and the venue staff/management that this has been done.

EMERGENCY EVACUATION PROCEDURE EVENT SUPERVISORS ACTIONS AND RESPONSIBILITIES

Ensure match referee is aware of situation and take action they deem appropriate.

Ensure that event staff open and man the identified exits in the ground.

- 1) **Evacuate area immediately at risk**, calmly and if need be, onto the playing surface.
- 2) **Evacuate ground**, calmly to the relevant emergency muster points.
 - Decide if the game can be continued or whether the game should be abandoned after the incident has been dealt with.
 - If to be **continued**, re-admission to be controlled only after confirmation from the Fire Service or Police that the ground is safe to be reoccupied.
 - If to be **abandoned**, event staff to be informed and relay information to public and close and secure the gates.



NB Any evacuation that involves instructing the public onto a main road, that point must be marshalled and preferably with the assistance of the Police.

LOST PROPERTY/PERSONS POINT

This should be manned at the following location (all incidents to be logged). *IOMFA Office*

INCIDENT - BOMB THREAT PRIOR TO THE EVENT

ACTION

Person receiving threat to notify event supervisor (exact details).
Event supervisor to liaise with the venue staff/management in notifying the Emergency Services.
Event supervisor to instruct event staff to clear the ground and maintain closed gates.
Event staff to inform public of possible postponement or cancellation and reasons for action.
Event supervisor and NSC staff to carry out a full sweep of the facility to ensure all clear.

INCIDENT - BOMB THREAT DURING THE EVENT

ACTION

Person receiving threat to notify events supervisor (exact details).
Event supervisor to liaise with the venue staff/management in notifying the Emergency Services.
Event Supervisor to instruct event staff to clear the ground and maintain closed gates.
Event staff to inform public of possible postponement or cancellation and reasons for action.
Event supervisor and NSC staff to carry out a full sweep of the facility to ensure all clear.

INCIDENT - CROWD DISORDER/FIGHTING

ACTION

Event staff on locating or being made aware of an incident to report to event supervisor.
Event supervisor to liaise with the venue staff/management and decision made to call the Police over the incident.
Event supervisor/venue staff/management after consultation with the Police to decide on course of action dependant on severity of incident.

Either:

- a) Continue with game
- b) Suspend game until incident dealt with
- c) Abandon game and follow Emergency Evacuation Procedure

Under no circumstances should venue or event staff do anything to put themselves at risk.

Do all that is necessary to protect and make safe other members of the public not involved.



EMERGENCY ACTIONS

Action Card 1

Fire Evacuation-Public Announcement

- Match Supervisor to make emergency announcement over FC Isle of Man PA or hand held tannoy:

**Would everyone please make their way immediately to the nearest emergency exit.
Please do not go back for any personal belongings.
Please follow all instructions from the event staff.**

Action Card 2

Bomb Threat-Public Announcement

- Match Supervisor to make emergency announcement over FC Isle of Man or hand held tannoy:

**Ladies and gentlemen, unfortunately we have to evacuate the premises.
Would everyone please make their way to the following emergency exits (advise
which ones to use A, B, C, D), and follow all instructions from the event staff.**

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Action Card 3

Mains Power Failure-Public Announcement

- Match Supervisor to make emergency announcement with hand held tannoy:

**Ladies and gentlemen, unfortunately we have to clear the premises.
Would everyone please make their way to the nearest emergency exit and follow all
instructions from the event staff.**



BOWL - MAJOR INCIDENT TRAFFIC MANAGEMENT

To be used only for identified high profile special events.

Actioned by Senior Police Officer

If the Major Incident Plan is activated resulting in mass evacuation of the Bowl the following course of action should be taken:

- Officer dispatched to junction of Pulrose Road and Peel Road to prevent traffic entering Pulrose Road (other than Emergency vehicles).
- Officer dispatched to junction of Groves Road and New Castletown Road to prevent traffic entering Groves Road (other than Emergency vehicles).
- Officer dispatched to junction of Pulrose and Groves Road to ensure that any vehicles on those roads then travel up Pulrose Road (towards the Police Station).
- Officer dispatched to Pulrose Road, at entrance to Middle River Industrial Estate, to direct vehicles leaving that Estate up Pulrose Road
- Preferred route for Fire Service and Ambulance vehicles into the Bowl is off Pulrose Bridge.
- Preferred access for Police vehicles is via the New Castletown Road entrance to the NSC (to prevent congestion).

BOWL - MAJOR INCIDENT PLAN

Objective

The objective of this plan is to provide a planned structure for dealing with a major incident occurring at the Bowl during use during FC Isle of Man managed football matches

Major Incident Definition

The Major Incident definition is as defined in the Isle of Man Government Emergency Planning Manual. A Major Incident is any event that requires the implementation of special arrangements by one or more of the emergency services, Government Departments or organisations for –

- The rescue, initial treatment and transportation of a large number of casualties.
- The involvement either directly or indirectly of large numbers of people.
- The handling of a large number of enquiries likely to be generated both from the public and the news media, usually to the Police.
- Any incident that requires the large scale combined resources of two or more of the emergency services or Government Departments.
- The mobilisation and organisation of emergency services and supporting organisations e.g. Government Departments, emergency planning and voluntary organisations to cater for the threat of death, serious injury or homelessness to a large number of people.

Emergency Services' Role

As per the Isle of Man Government Emergency Planning Manual.

THE POLICE will co-ordinate the activities of all those responding at and around the scene of a disaster, which must be treated as the scene of crime and preserved accordingly. The Police will oversee investigations as necessary and will be responsible for gathering and processing casualty information. The Coroner of Inquests will in conjunction with the Police be responsible for investigating the cause of deaths arising from the disaster, and on his behalf the Police will have responsibility for identifying and removing the dead.



THE FIRE SERVICE's first concern is to rescue people trapped in wreckage or debris and to prevent further escalation of the disaster by tackling fires and dealing with released chemicals and other hazards. The Fire Service will co-ordinate the safety of all those working within their inner cordon. Consideration must be given to the environmental impact of the Major Incident.

THE AMBULANCE SERVICE seeks to save life through effective emergency treatment at the scene of a disaster and by transporting the injured - according to priority of treatment - to hospital. They will activate a medical incident officer and where necessary an emergency medical team.

Major Incident - Key Players

Police
NSC management
IOMFA management
Fire & Rescue Service
Ambulance Service

Major Incident Alerting Procedures

- Major Incident declared by Police, Fire & Rescue Service or Ambulance Service
- Alert Emergency Services' Control
- Notify the NSC staff/management that a major incident has occurred
- Decide in consultation with relevant person whether to stop the event
- Follow major incident standing orders
- Event staff alerted by match supervisor
- Follow action cards and agree amended actions with emergency services

Major Incident Control Position

IOMFA headquarters.

Communications

Emergency Services - utilise individual service radio

Off Site Implications

Traffic Management - plan as agreed with senior police officer/emergency planning police

Shelter - utilise the Emergency Planning Unit Major Incident Plan

Transport - utilise the Emergency Planning Unit Major Incident Plan

Media Management

NSC management - event supervisor.

Decision to Stop the Event

Senior emergency officer in attendance on the day and in consultation with the event supervisor/NSC management.



Event Staff Information Pack

General

- The event supervisor has been provided with appropriate training on the actions to take during the event, including possible evacuation.
- Please check this pack contains the following documentation:
 - Site plan showing emergency exits and evacuation routes.
 - Roles of event staff event supervisor.
 - Event staff positions and actions during evacuation.
 - Emergency actions
- Read the emergency action plan for the event prior to taking up your positions. If you do not understand it, please ask the event supervisor for clarification.
- If radios are being used, please familiarise yourself with the operation and that it's working correctly.
- Be aware of where all the exit points are around the ground.
- Be aware of the first aid point for the event.
- Gate staff must ensure that the padlocks have been removed and the gates open correctly and with ease.
- Report any concerns on damage to the event supervisor who will liaise with venue staff/management to carry out any necessary actions.

Crowd Safety

- Monitor the crowd at all times in your area, reporting any concerns immediately to the event supervisor.
- Make regular patrols up and down the stair wells, monitoring the crowd at all times.
- Be aware of the following:
 - a. Rowdy or unacceptable behaviour.
 - b. Smoking.
 - c. Alcohol or drug use.
 - d. Overcrowding or crushing.
 - e. Tensions between opposing supporters likely to escalate.
- The event supervisor will where required manage all instances of above and take the necessary actions.

Evacuation

In the event of an evacuation, event staff will follow all instructions as per the emergency action plan and await further instructions from the match supervisor.

Training

All event staff will have been given training on the emergency action plan by the event supervisor.



Evacuation Roles

Upon being notified to evacuate event staff on the gates will fully open the gates to allow ease of egress.

Event staff on gates A and D will advise the public to go to the ASSEMBLY POINT in the main Bowl car park.

Event staff on gates B and C will advise the public to go to the ASSEMBLY POINT in the NSC car park (across bridge).

Once evacuation has started, the event supervisor will instruct event staff to attend the following positions to aid in the emergency services access:

Emergency vehicle access point 1 at the junction at Pulrose Road to assist in maintaining a clear way through for the emergency vehicles.

The RVP point to the rear of gate D.

In the event of the emergency access point 2 being closed off for an event within the NSC, the event supervisor will immediately contact the NSC staff to open the gates.

The event supervisor will liaise with all emergency services and advise all event staff of any further actions as required.

Following any emergency or evacuation the event supervisor will notify the NSC staff/manager of the incident, ensuring all details have been recorded within the relevant forms.



BOWL STEWARD LOCATIONS –MINIMUM TOTAL 10

