



# Exhibitor Emergency Procedure

YOU MUST DISPLAY THIS PROCEDURE IN A VISIBLE LOCATION  
WITHIN YOUR SITE FOR THE DURATION OF THE EVENT

Company Name: _____
Fieldays Site number/s _____
Designated H&S Representative: _____

## EXHIBITOR EMERGENCY PROCEDURE

This Emergency Procedure may be activated for the following reasons:

- |                         |                   |
|-------------------------|-------------------|
| Fire                    | Medical Emergency |
| Flood                   | Earthquake        |
| Spill / Release         | Bomb threat       |
| Police Alert            | Property Damage   |
| Other serious emergency |                   |

In the event of discovering a fire or other emergency that may present a potential hazard to yourself and other Fieldays occupants, please carry out the following instructions:

1. Remain Calm and Call for Help by dialling 111.
2. Fire Only Activate the nearest manual alarm call point.
3. If applicable, and if it is safe to do so, attend to any injured and provide reassurance
4. Once the scene is secure, immediately report the incident to the Fieldays Event Office on 07 843 4497
  - State your name and provide details of the emergency.
  - Provide location details including site name, site number and site location.
5. If required, evacuate the area.

YOU MUST FOLLOW AREA WARDEN OR FIRST RESPONDERS INSTRUCTIONS

### Assembly areas

Make your way to the nearest road and follow the warden or first responders instructions to move to a safe assembly point

### IMPORTANT NUMBERS

- |                        |  |
|------------------------|--|
| Emergency Assistance:  | 111                                    |
| Fieldays Event Office: | 07 843 4497                            |
| Site Address:          | Gate 2, 125 Mystery Creek Road, Ohaupo |
| Nearest Intersection:  | SH21 & Mystery Creek Road              |