

SAMPLE - SECURITY PLAN

EVENT DETAILS

Name of Event		
Date/ Times of Event		
Venue		
Areas to be secured		
Nature of the event		
Expected attendance		
Crowd demographics		
Access requirements		
Venue security numbers and hours		
Radio communications		
Police		
Event Security Management		
Event Security numbers and hours		
Event Security Challenges	Challenges	Treatments
	Bag checking	
	Ticket Main Gate Entrance	
	Disabled access	
	Team management Ground control	
	Crowd control	
	VIP access	

Event Management Contact List

	Contact	Telephone	Email
Chief Warden			
Venue Supervisors			
Event Coordination			
Production			
Security Manager			

Security staff equipment issue:

All equipment will be issued from theprior to security briefing taking place.

Uniforms consist of:

Equipment issues is as follows:

All Security Staff:

- Note pad and pen
- Radio
- Site map / Evacuation Plan
- Crowd counter (for front gate)
- Hi Viz Vest
- Torch (night event)

Security Briefing:

Guard briefings will be held atat the commencement of the event by

.....

The briefings will review all operational and event issues, specific instructions as well as emergency response procedures.