



— CITY OF — GREENSBURG

FIRE DEPARTMENT

528 North Ireland St.
Greensburg, IN. 47240
Phone 812-663-8671
greensburgfire.com



SPECIAL EVENT PUBLIC SAFETY PLAN

Name of Event: _____

Location of Event: _____

Date of Event: _____

Time the Event is to Open: _____

Sponsor of Event: _____

Estimated Attendance: _____

Emergency Contact Information

Name: _____ Phone Number: _____

Cell Number: _____

Name: _____ Phone Number: _____

Cell Number: _____

Name: _____ Phone Number: _____

Cell Number: _____

Site Location of Event Staff: _____

EMERGENCY NOTIFICATION OF PUBLIC AT EVENT SITE

The public will be notified by the following manner: _____

Who will be responsible for the notification: _____

Contact number during the event: _____



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EMERGENCY MEDICAL SERVICE

Name of Provider: _____

Location at Event Site: _____

FIRE PROTECTION

Name of Provider: _____

Location at Event Site: _____

Number of fire extinguishers: _____

Location of fire access roads: _____

SECURITY

Name of Provider: _____

Location at Event Site: _____

Location of missing person station: _____

Event parking locations: _____

SEVERE WEATHER CONTINGENCY

Shelter locations: _____

Have you confirmed that the locations will be open and available: _____

How will attendees be notified in the event weather is bad and event needs to be canceled: _____

Who will be responsible for monitoring the weather: _____

How will weather be monitored? (ex: weather radio, local radio, or television)

Who will determine if the event is canceled or held? Phone number:



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SPECIAL EVENT PUBLIC SAFETY PLAN

Public Safety Site Plan Map

Attach a schematic drawing of the event site location. Drawing must include the following items.

1. Location of booths, stage, and event structures
2. Location of first aid stations
3. Location of information/ticket booths
4. Boundaries of event
5. Location of fire extinguishers
6. Location of severe weather shelters
7. Location of Fire/EMS access road
8. Location of security staff
9. Location of emergency contact event personnel
10. Location of assembly area and approximate occupant amounts
11. Location of event parking

Other

Provide any other information you feel that should be considered.

Please return to Greensburg Fire Department (contact info above) prior to event.