

30 DAYS PRIOR TO THE EVENT

- ☐ Ensure that you have fully read and understand the Community Risk Reduction Requirements as failing to follow these may result in delays in your event obtaining approvals or being permitted to open as scheduled.
- ☐ Ensure that all food vendors have completed and submit the **Food Vendors Application** to St. Catharines Fire Services. This form must be completed by all participating food vendors for each event that they are attending. Failing to submit application will result in vendors not being approved to operate.
- ☐ Should your event intend to include fireworks or pyrotechnics an application for fireworks or pyrotechnics shall be submitted to the Fire Prevention Office by a licensed Fireworks Company.
- ☐ Tents (or a group of tents) in excess of 60M² (645 Sq ft) in aggregate ground area, (not be attached to a building or erected 3M or less from other structures will require a building permit from the City of St Catharines prior to being erected. Applications must be made for permits a minimum of 30 days prior to the event. Failure to obtain a permit may result in orders issued for construction without permit, and order prohibiting occupancy.
- ☐ Demountable stages, with an aggregate area more than 60m² and **any** part of its platforms is more that 3m in height above the adjacent ground level, the aggregate area of all platforms in more than 225m² or any part of the platforms or any roof, walls or structure attached to or located on any platforms of the demountable stage is m of more in height above adjacent ground level or installation of a demountable support structure where the support structure is more that 3m in height above adjacent ground level, or designed to carry a superimposed specified load greater that 115kg or would create a hazard to the public a building permit is required.
- ☐ If the event will have food vendors, including those providing samples the organizer must provide notification, including a list of all food vendors to Niagara Regional Public Health. Ensure that all food vendors have submitted all required information to Public Health.
- ☐ Apply for approval of any items which required written approval by St. Catharines Fire Services. (open flame in tents, open air burning bylaw exemptions)
- ☐ Ensure all vendors have reviewed the Emergency Preparedness plan and the applicable Risk Reduction Requirements and Checklists.
- ☐ It is recommended that all vendors have in place adequate insurance for liability and other losses. Organizers and venue owners do not normally provide insurance for vendors.

DAY OF THE EVENT – INSPECTIONS

- ☐ Inspections of the event including vendors may be conducted by representatives of:
 - St. Catharines Fire Service

- Niagara Regional Public Health
 - Technical Safety Standards Association
 - The Electrical Safety Authority
 - St. Catharines Building Department
 - These inspections may occur prior to or during the event to ensure compliance with the Community Risk Reduction Requirements and other applicable regulations.
- Vendors who fail to comply with the requirements of these policies, guidelines, or any other applicable regulation, will not be permitted to operate and may be removed from the event/property.
 - The event organizer is responsible for the overall operation of the event and must ensure that all vendors are in compliance at all times. Non-compliance may result in, the denial of application for future events.
 - Vendors or Event organizers who are not in full compliance at all times during the event may be subject to inspection fees and or prosecution.

Cooking Activities – General Requirements

- All appliances including barbecues shall be located or protected to ensure that the public is unable to come into contact with hot surfaces. All appliances shall be listed for use in Canada and shall have a clear and easily read listing label firmly attached to the appliance. Appliances shall be listed for commercial use. NO appliances listed ***“for residential use only”*** shall be permitted.
- Food vendors shall be in compliance with the City of St. Catharines Open Air Burning By-law where applicable. This regulation includes the use of free standing barbecues.
- All cooking appliances shall be maintained in good operating condition and be kept clean of any combustible deposits (grease, soot) that could create a fire hazard.
- Sterno cans or fuel gels are not permitted in tents. They may be used in the Market Square provided they shall be used on solid stable surfaces only. Only flame retardant tablecloths are permitted to be used as a table covering. The vendor shall have evidence of the flame retardancy on site for viewing. Liquid fuel gels may not be refilled inside any buildings.
- A portable fire extinguisher with a minimum 2A10BC rating shall be provided at each cooking location with the exception of those located in food trucks or trailers, which shall meet the specific fire extinguisher requirements identified in that section. All portable fire extinguishers shall have a tag attached showing the date of the last service (12 months) and the servicing company and technician. Vendors located in the Market Square and using an electric appliance for food temperature maintenance only is exempt from the requirement to provide a portable fire extinguisher at their booth.
- Niagara Public Health requires all food prep areas be cover by a canopy or tent. This does not apply to barbecues and Fryers. Fryers must however be protected to prevent rain or similar moisture from entering to prevent splashing. Where a canopy, tent or similar is used it shall meet all requirements outlined in the Tent Section of this document.
- It is recommended that emergency lighting is provided in all locations where food is prepared.
- Food trucks and trailers shall have at least two of their wheels chocked/blocked to prevent movement of the truck trailer at all times while operating.
- No food trucks/trailers shall be located within 3m of power lines or buildings unless approved.

- ☐ At no time shall trucks/trailers or carts be located under a tree so as to cause damage to trees. The event organizer and the food vendor shall be responsible for any damage and associated costs caused to trees up to and including replacement at the discretion of St Catharines Recreation and Community Services.

Generators

- ☐ All generators used to provide power shall be listed for use in Canada.
- ☐ Generators shall be located a minimum 1m from all buildings, tents, fuel storage areas and vehicles.
- ☐ Generators shall not be operating while refueling.
- ☐ Generators shall be located and protected so as not to be accessible to the public
- ☐ A portable fire extinguisher with a minimum 2A10BC shall be located at each generator. Extinguishers shall be clearly visible and accessible at all times and shall have a tag by a qualified service company attached showing that it has been inspected in accordance with NFPA 10.

Tents

- ☐ Tents, canopies, umbrellas or similar covers used for assembly purposes or where cooking takes place shall meet one of the following standards, NFPA 701/705 or Note 4 of Test Method 27.1 of CAN/ULC S-109.
- ☐ The use of open flame or heating devices is prohibited inside of tents unless approved in writing by the St. Catharines Fire Service.
- ☐ Smoking and vaping is prohibited in all tents at all times.
- ☐ Hay, straw, shavings or similar combustible materials shall not be used inside tents or air supported structures used for assembly occupancies.
- ☐ The use of any cooking or reheating devices is prohibited in any tent intended for public access unless the cooking or reheating has been approved in writing in advance by the Chief Fire Official. Requests for permission shall be submitted a minimum 30 days in advance to the Fire Prevention Office for review.
- ☐ Tents, canopies, umbrellas or similar covers may be used to protect cooking appliances or operations provided the public is prohibited from entering the covered area and at least two sides of the covered area are open at all times.
- ☐ A canopy, umbrella, or similar cover that becomes contaminated with grease and or carbon which may affect its flammability or fire resistance treatment shall be removed from service immediately.
- ☐ All tents used outdoors shall be provided with weights adequate to prevent movement of tents.

GUIDELINES FOR 10X10 CANOPY TENTS

The following table offers a consolidated view of the recommended weights under different conditions to hold down a 10x10 canopy tents:

Surface Type	Windy Conditions (20-30 mph)	Non-Windy Conditions
Grass/Dirt/Soil	75-100 lbs per leg	30-40 lbs per leg
Hard Surface	50-75 lbs per leg	20-30 lbs per leg
Sand/Beach	100-125 lbs per leg	40-50 lbs per leg

Propane and Fuel Safety

- ☐ All food vendors utilizing propane located in a truck/trailer or mobile food cart (MFSE Mobile Food Service Equipment) , shall have a clear and easily readable field approval label and rating plate permanently affixed to the truck/trailer or mobile food cart if built or sold after February 13, 2006 as per TSSA Directors Order FS-056-06.
- ☐ All propane fittings shall be soap tested by a qualified person prior to the use of any propane appliance, prior to operation. This includes preconnected appliances and tanks.
- ☐ Soap tests shall be performed while lines are under pressure and no appliances are turned on or operating.
- ☐ The replacement of propane tanks shall be completed in accordance with all TSSA requirements. Where propane tanks of 50 pounds or larger are used they shall only be changed or replaced by a trained person with a current ROT certificate. Where propane tanks are changed they shall be soap tested immediately upon pressurizing the lines.
- ☐ All propane tanks not connected for use shall be securely fastened to prevent tipping or damage, in a controlled area inaccessible to the public. Propane tanks must be stored at all times in an upright position.
- ☐ Propane tanks shall be in good condition and show no signs of damage or excess rust. Propane tanks showing damage or excess rust shall be removed from the park or venue.
- ☐ Fuel containers shall be in conformance with one of the following Standards or Regulations
- ☐ The Transportation of Dangerous Good Regulation (Canada)
- ☐ CSA-8736 "Portable Containers for Gasoline and Other Petroleum Fuels"
- ☐ ULC/ORD-C30, "Safety Containers"
 - All approved containers will be imprinted or labelled with the appropriate approving organization.

Alcohol Policy

- ❑ The requirements of the Liquor License and Control Act shall be followed at all times.
- ❑ All persons serving alcohol shall be certified and have a current Smart Serve Certificate on site at all times.
- ❑ A method shall be put into place to ensure that alcohol is not sold, provided or consumed by persons under the age of 19. In an enclosed or fenced venue this may include the implementation of a wrist band policy.
- ❑ If determined at any time by a member of the Niagara Regional or Ontario Provincial Police, or an inspector with the Alcohol and Gaming Commission of Ontario that in the interest of public safety the continued sale or consumption of alcohol should be discontinued the Emergency Co-Ordinator shall order and oversee the closing of all points of service.

Bag & Persons Check

- ❑ Bag checks are conducted based on a number of factors to ensure the safety of participants as well as to prevent prohibited items from entering the venue. Bag checks normally will include a visual check of the bag and all areas including pockets, and in some cases a physical check.
- ❑ **Initial scan:** A visual scan of the bag's exterior, including zippers and pockets, to look for anything unusual or out of place.
- ❑ **Weight and feel:** A quick check to assess if the bag feels heavier or more bulky than it appears.
- ❑ **Opening the bag:** The bag is opened to expose its contents, often with the person present to view the search.
- ❑ **Searching contents:** Each item is examined individually, with the goal of identifying any prohibited items or suspicious objects.
- ❑ **Using tools:** In some cases, security personnel may use a stick or other tool to move items or inspect areas that are difficult to reach.
- ❑ **Checking pockets:** All interior and exterior pockets are carefully inspected.
- ❑ **Prohibited items:** This stage involves identifying any items that are not allowed in the specific location where the bag check is taking place, such as weapons, explosives, outside alcohol or unauthorized materials.
- ❑ **Suspect items:** Any item that appears suspicious or potentially dangerous is flagged for further investigation.
- ❑ If prohibited items or suspicious items are found, they are to be reported to appropriate authorities or personnel.

Fire Extinguishers

- ❑ Portable fire extinguishers shall be provided at the following locations
 - All food vendors preparing food in accordance with the food vendors requirements
 - All vendors using an open flame as part of their display (candle sellers)
 - At all generators

- All tents erected under a building permit. Number and placement as per the Ontario Building Code
- Areas where electrical equipment is provided. (stages with electrical equipment present; lighting and sound booth)
- All portable fire extinguishers shall be a minimum of 2A10BC rating except where additional requirements are included as part of a specific approval or vendor requirement.
- Portable fire extinguishers shall be visible and easily accessible at all times. Fire extinguishers must have a tag affixed to the extinguisher showing that it has been serviced and maintained in accordance with NFPA 10 during the previous 12 months.

Vehicles

- To reduce the risk of injuries caused by moving vehicles and trailers, all vehicles must be in position a minimum 30 minutes prior to the opening of the park or venue to the public and must remain until the close of the event. The movement of all vehicles is to be supervised by a spotter.
- Where events are set up on roadways, parking lots, or other similar areas where vehicles may normally access the space. Non easily movable barriers designed to prevent vehicles from entering the venue are to be installed. These barriers shall be supervised to ensure they are not removed or relocated while the event operates. Barriers shall not prevent the ability of emergency vehicles to access the site in the event of an emergency without the use of specialize equipment.
- Vehicles, and trailers used to prepare food or where the public enters or is served from shall have their wheels chocked or blocked to prevent accidental movement.
- The designated area for vehicles shall clearly shown on the site plan. This does not apply trailers or vehicles used for selling or displays or entertainment.

Fireworks or Pyrotechnics

- Fire Works are not permitted without a permit issued by St. Catharines Fire Services.
- Fireworks or pyrotechnics shall supervision at all times while on site, including while being stored, by a responsible person 18 years or older with a means of calling 911. All vehicles being used to transport fireworks or while on site shall be provided with signage in accordance with the Explosives Regulations, 2013, and the Transportation of Dangerous Goods Act, 1992 regardless of the quantities.
- A copy of all permits, identification cards and other documents as requires shall be provided for inspection upon request by any member of St Catharines Fire Services, or the Niagara Regional Police.

More information on having fireworks at an event can be found from the [fireworks by-law](#) and the [fireworks permit application](#).

Severe Weather - High/Extreme Heat

High/Extreme Heat

Extreme summer heat can result in heat stroke, heat exhaustion, heat syncope, and heat cramps. Extreme summer heat is characterized by a combination of very high temperatures and humid conditions. The major threats of extreme summer heat are heat exhaustion and heat stroke. This risk can be further increased if guests are dehydrated, fatigued, intoxicated due to drugs or alcohol which may lead to increased medical and/or transports

- Heat exhaustion is a less severe condition than heat stroke, but it causes problems involving dizziness, weakness and fatigue. Heat exhaustion is often the result of fluid imbalance due to increased perspiration in response to the intense heat. Treatment generally consists of restoring fluids and staying indoors in a cooler environment until the body returns to normal. If heat exhaustion is not addressed and treated, it can advance to heatstroke, so medical attention should be sought immediately.
- Heat stroke symptoms include a high body temperature, dry skin, inadequate perspiration, paleness or reddening, confusion or irritability, and seizures and the victim may become delirious, stuporous, unconscious, or comatose. Cooling is essential to preventing permanent neurological damage or death.

In an effort to mitigate risks associated with high/extreme heat, the event is to consider the following that should be further implemented and briefed should high/extreme heat be reasonably foreseeable on event days:

- Event staff and guests will be encouraged to stay hydrated through Festival Health teams, social media messaging and signage
- Event staff and guests will be permitted to enter the event with empty water bottles
- Free water stations will be available throughout the event to refill water bottles
- Medical personnel on site are educated on the signs/symptoms of dehydration and other heat related medical conditions/illness
- Cooling stations and shaded areas will be established throughout the event, with misting stations (if applicable)

Severe Weather

This region is vulnerable to inclement weather. Reasonably foreseeable severe weather events for this geographical region include high winds, thunder and lightning storms, heavy rain, flooding and hail. Severe weather poses a risk to the safety and security of guests, staff, and property. This section “Severe Weather” describes the actions and considerations specific to weather hazard emergencies. Prior to the event, severe weather briefings with the Event Organizer, artist/tour and other key internal and external stakeholders must be conducted during the event planning process to determine reasonably foreseeable severe weather actions plans.

Weather is regularly monitored, which will be the main weathering monitoring for crowd safety including event evacuation or evacuation which is monitored by multiple event organizational staff and specifically responsible is the Event Organizer with additional Event Organizers receive notifications. Actions taken may depend on the level of the Environment Canada warning.

Environment Canada utilizes the following terms:

Watch. Issued well in advance and alerts the public to the possibility of severe weather. It triggers the initial emergency response actions (i.e. communication and notification).

Warning. Issued when severe weather has developed and has been reported or detected on radar. It triggers the next level of actions (i.e. preparation activities).

Weather Alert. Issued to warn the public of an approaching severe weather system. It triggers a greater range of emergency response actions, depending on the type of weather and the severity of the forecast.

Every situation is unique and should be handled in the context of the facility or environment in which it occurs. The IMT and emergency services will be in the best position to assess risk and determine how to respond. Should severe weather occur the following general response and framework would be applied:

- ☐ The Event Organizer will work with emergency services to provide further instruction on how to safely resolve the concern, which may include full or partial evacuation or invacuation (seeking area of refuge or shelter-in-place)
- ☐ Area of Refuge – provide limited protection from low intensity storm systems (i.e. hail, rain)
- ☐ Shelter-in-place – Several designated weather shelters can withstand severe weather and are marked with relevant signage -where available.
- ☐ The site plan provides a map of the event showing locations of areas of refuge and shelter-in-place locations
- ☐ Should invacuation, controlled egress or evacuation occur, the Event Organizer is to instruct event staff to prepare emergency exits or to check readiness of invacuation locations
- ☐ The Event Organizer will determine and delegate severe weather announcements to be displayed on video screens and audio announcements as outlined in the applicable section of the ERP
- ☐ The Event Organizer will execute invacuation or evacuation as outlined in this plan, or controlled egress through routine operations
- ☐ During a severe weather situation, additional sections of this document may be required to activate (i.e. fire) may need to be activated and consulted with the general response framework applied to the unique situation

Every situation is unique and should be handled in the context of the facility or environment in which it occurs. The Event Organizer and emergency services will be in the best position to assess risk and determine how to respond.

*Weather is clear and the event may continue or resume	<ul style="list-style-type: none"> • No severe weather is forecasted to impact the event operations 	sunshine and rainbows! <ul style="list-style-type: none"> • non-inclement weather
Event Organizer is evaluating severe weather conditions	<ul style="list-style-type: none"> • Potentially severe weather is moving towards the event and will arrive at the site within thirty (30) minutes *The Event Organizer will notify the security and tour/artist rep immediately • The Event Organizer, emergency services and tour/artist rep will meet to evaluate conditions and discuss/confirm action plan 	*Cloud to ground lightning within fifteen (15) miles (24km) and forecasted to head toward the event <ul style="list-style-type: none"> • less severe hail • tornado watch • high wind advisory • heat advisory
Event Organizer is suspending or terminating all activities	*Severe weather has been detected or is expected to imminently impact the event site <ul style="list-style-type: none"> • All activities are suspended or terminated (i.e. delayed, or canceled) 	<ul style="list-style-type: none"> • cloud to ground lightning within eight (8) miles (13 km) and forecasted to head toward the event site • hail size of one inch (1”) or larger • tornado warning • high wind/damaging wind warning • excessive heat warning

High Winds

The following is a guideline and framework to be used in conjunction with the ERP, particularly the Severe Weather section of this document. The Event Organizer will monitor wind-speed readings and will take the following actions.

Wind speeds more than 32 km per hour (20MPH)	<ul style="list-style-type: none"> •Consult and follow high wind action plan for equipment and temporary structure •Qualified personnel are put on alert •Necessary personnel are put in place and told to standby
Sustained wind speeds more than thirty miles per hour (30MPH) (48km)	*Consult and follow high wind action plan for equipment and temporary structure *All video walls and large speaker clusters lowered to ground and secured speaker clusters should be attached directly to the roof system by ratchet straps or similar equipment and the motors shall be slack to ensure there is no tension in the hoist chains

	<ul style="list-style-type: none"> •Lowering of scrim and equipment shall be performed from the ground by means of remotely activated equipment, if possible
Sustained wind speeds more than forty miles per hour (40MPH) (65km)	<ul style="list-style-type: none"> •Consult and follow high wind action plan for equipment and temporary structure •All event operations should cease •Attendees are to invacuate or evacuate as directed by IMT •The stage area is to be evacuated
Wind speeds more than fifty miles per hour (50MPH) (80km)	<ul style="list-style-type: none"> *Consult and follow high wind action plan for equipment and temporary structure •All event operations should cease •All personnel should be clear of site or sheltering in place

Following sustained high wind loads, qualified on-site personnel must inspect and certify the roof and stage systems, and temporary structures for continued use while confirming high wind action plans are followed for specific equipment and structures. A general visual inspection of the site should also be completed to ensure no damage or debris caused by the high winds have created unsafe conditions for guests, artists or event staff. If safe to do so, the event will resume as outlined in the ERP.

Thunder and Lightning

Thunderstorms with intense lightning can occur in this geographical region and are especially common across the Lake Ontario shoreline in the summer months.

The following is a guideline and framework to be used in conjunction with the ERP, particularly the Severe Weather section of the document. Weather monitoring will be conducted by the Event Organizer to monitor approaching lightning and storms and should a lightning watch, warning or alert be issued, the Event Organizer will take the actions described in the Severe Weather section of this document with the additional considerations:

- ☐ he Event Organizer may need to decide to activate the invacuation plan moving guests to areas or refuge or shelter-in-place locations, or may evacuate based on credible weather reports, timelines, ingress and other factors of the event
- ☐ Additional messaging may be required to direct all guests away from areas that pose increased risk
- ☐ All patios, balconies and raised platforms are to be checked to ensure guests have moved away from the area
- ☐ Event staff and security to remind guests move carefully to prevent slipping
- ☐ Production/technical/stage teams are to power down all stage electric systems including large speakers, video screens, and stage lighting if risk to this equipment is posed by a lightning strike
- ☐ When safe to resume power, production/technical teams are to re-power systems in the reverse order of power down

Following a thunder and lightning occurrence, qualified on-site personnel must perform a general visual inspection of the site to ensure no damages or unsafe conditions are present for guests, artists or event staff. If safe to do so, the event will resume as outlined in the ERP.

Crowd Surge, Crush, Density Concerns or Incident

- ☐ One of the key aspects to ensuring a safe and successful event is crowd management, and the strategies (both preplanned and active) that influence crowd behaviors and provide guests

with necessary infrastructure and direction that encourages a safe and enjoyable experience. Recognizing erratic/irregular crowd behaviour signs may include:

- Crowd density where people are physically unable to move or raise hands
 - Large unexpected crowd movements
 - People are falling and may be unable to get up if they have fallen
 - Guest paths or corridors become congested to the point that crowds back up and become possibly dangerous
 - Unconscious/distressed guests being pulled from the crowd by security or medical staff
- Effective crowd management employs various predetermined and proactive techniques to ensure the safety and security of guests in large gathering situations. These include, but are not limited to:
- Stage configuration and crowd management barricades
 - Intermittent programming and staggered start/end times
 - Large video monitors that project entertainment to enable those further back to see
 - Clear, visible and well-lit signage and wayfinding information
 - See Something, Say Something culture and signage
 - Egress routes and emergency exiting, including emergency vehicle access routes
 - Amenities to assist in dispersing the crowd, including amble space and “chill zones”
 - Event staff to assist in answering questions and directing guests
- Should a crowd surge, crowd crush or crowd density concern or incident occur (i.e. throwing items), the following actions are to be taken:
- Immediately pause show - REMINDER - artist participation is encouraged and will help to facilitate the process, but the plan does not require or rely on participation or permission to implement and ensure public safety
 - The Event Organizer or designated representative shall attend to stage left to monitor/address the crowd
 - Ensure security and medical is on site to provide retrieval or escalation in the event guests need assistance and medical for any injuries or reported panic/anxiety
 - Ensure applicable emergency services have been notified, control and respond applying the framework of the ERP

Violent or Potentially Violent Person

- Prior to the event, the Event Organizer will work with information provided from the promoter, law enforcement, prior experience, open-source information (i.e. social media) and any unusual/concerning attention from special interest groups to determine the event threat level and take any necessary precautions and adjust plans and staffing levels as needed.
- Potentially violent behaviour or other behaviour that would be deemed unacceptable and not tolerated. Should a violent or potentially violent person be identified that cannot be successfully mitigated through the ERP, the Niagara Regional Police shall be contacted and the following additional actions are to be taken:

- ☐ If able, safe to do and within scope of training and physical capabilities, detain the perpetrator (preference is for Police to complete this action)
- ☐ Police are to take control of the perpetrator upon arriving on scene
- ☐ Supervisors & Security are reminded to:
- ☐ Watch for angry groups and angry mobs forming
- ☐ Report unsafe or potentially unsafe behaviours to ECC/ICC and Security Lead
- ☐ Be careful not to destroy any evidence and preserve the scene (as applicable)
- ☐ Obtain witness information, if possible
- ☐ Follow instruction from Police
- ☐ Remain with the victim until released by Police and event management
- ☐ Every situation is unique and should be handled in the context of the facility or environment in which it occurs. The IMT and emergency services will be in the best position to assess risk and determine how to respond. The Event Organizer will strictly follow guidance from emergency services and thoroughly document the incident.
- ☐ The following is a list of items in place to prevent potentially violent behaviour:
 - Enhanced levels of security and monitoring including screen/search upon entry
 - Strong relationships with local law enforcement with visual presence on site
 - Where possible, venues and festivals will be cashless
 - Restrictions on bag sizes, and bag policies are in place
 - Alcohol compliance with the applicable Authority Having Jurisdiction (AHJ)
 - Mutual respect and guest services standards in both verbal and non-verbal interactions can help reduce this risk of violence for event staff and guests, such as: active listening, stay calm, maintain eye contact, keep a safe distance, call for a supervisor etc.

Active Shooter or Person(s) with a Weapon

- ☐ In the event of an active shooter or person(s) with a weapon, the ERP is to be activated and additional actions as outlined in the “Violent or Potentially Violent Person” section of this document. It is critical that all individuals take actions necessary to protect their own health and safety. Guests and others are likely to follow the lead of event staff in an active shooter situation.
- ☐ An “active shooter” is an individual actively engaged in killing or attempting to kill people. In most cases, active shooters use firearms or other weapons, and there is no pattern or method to their selection of victims. Active shooter situations are unpredictable and evolve quickly. Typically, the immediate deployment of law enforcement is required to stop the shooting and mitigate harm. Individuals must be prepared both mentally and physically to deal with an active shooter situation. Due to the potentially severity, the following is a list of actions and information to aid individuals in being mentally and physically prepared to deal with an active shooter situation:
 - Contact 911 and the Event Organizer
 - Event staff are to always know their two (2) nearest emergency exits and how to summon help in an emergency situation

- Evacuate regardless of whether others agree to follow and leave your belongings behind
- Help others escape, if possible and safe to do so
- Prevent individuals from entering an area where the active shooter may be
- If evacuation is not possible, find a place to hide where you are unlikely to be found which is out of the active shooter's view, provides protection if shots are fired in your direction, and ensure cellphones/devices that can make noise are silenced
- If evacuation or hiding is not possible, as a last resort and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:
 - Acting as aggressively as possible against the individual
 - Throwing items and improvising weapons
 - Committing to your actions, including yelling and fighting back
- Police will stop the active shooter as soon as possible. Officers will proceed directly to the area in which the last shots were heard.
- When Police arrive:
 - Remain calm, follow instructions from Police and proceed away from the unsafe area
 - Put down any items in your hands (i.e., bags, jackets) and keep your hands visible
 - Immediately raise hands and spread fingers.
 - Avoid making quick movements toward officers and avoid pointing, screaming or yelling
 - Additional officers and emergency medical personnel will provide additional support as rescue teams who will treat and remove any injured persons.

Civil Disturbance, Riot and/or Other Internal External Threats

- Prior to the event, the Event Organizer and Security will work with information provided from the promoter, law enforcement, prior experience, open-source information (i.e. social media) and any unusual/concerning attention from special interest groups to determine the event threat level and take any necessary precautions and adjust plans and staffing levels as needed.
- In any situation where large groups of people are gathering there is the potential for a civil disturbance, riot or external situation that could present safety and security risks to event staff and guests. The key to mitigation, control and response to this type of incident is proper management of the crowd from before the doors even open. Event management and security are to monitor the crowd to identify dangerous behaviours such as:
 - using inflammatory language or exhibiting aggressive behavior
 - attempting to elicit support against the principal(s) or operators of the event
 - attempting to arouse the crowd
 - gathering of agitated persons/groups in unusual places
 - noise and unusual chatter on social media platforms
 - watch for angry groups, mobs forming and report concerns to Event Organizer
- Should potential civil disturbance, riot and other internal/external threats be reported, the ERP is to be activated. Additional actions as outlined in the "Crowd Surge, Crowd Crush, Crowd

Density Concern or Incident” section of this document (as applicable) is to be executed along with:

- Event organizer to notify emergency services
- Additional response actions may include:
 - With the Police, contacting leaders or organizers to determine resolution
 - Issuing statements through social media to avoid the area
 - Monitoring social media and intelligence agencies to determine next steps
 - Deploy additional security, medical, Police and other emergency services
 - Police intervention to manage or control crowd pending on severity and risk

Look for these Canadian Certification marks



When purchasing an electrical appliance look for one containing an approval label bearing one of these certification marks.



Appliance is NOT permitted to be used.

Appliances identified as for “Household Use Only”, “Not for Commercial Use” etc. have not been inspected and listed for commercial use and are not permitted to be used at the Market, at vendor shows, food trucks etc.



Appliance is NOT approved for use in Canada – may not be used

All appliances shall be approved by a recognized (in Ontario) testing agency. Items carrying the CE mark have been tested and approved for use in the European Market. These items are NOT permitted to be sold in Ontario and should be returned to point of purchase as their use can result in penalty. These items are often sold by on-line marketers both in Canada as well as internationally. Vendors may seek a “Field Approval” by applying for on-site inspection from the Electrical Safety Authority.

How to read an approval label for listed or approved appliances in Canada

Manufacturer
Serial Number
Model etc.



Item description

Approved use

Approval Agency