

Standard Operational Guidelines

I. Introduction

The Aloha Stadium is the largest venue in the State of Hawaii which hosts a variety of events and emergencies are common. The Stadium Authority has established these procedures necessary for personnel to follow in the event of an emergency.

II. Purpose

This plan and procedures are guidelines which will assist personnel in the event of an emergency on or off the playing field during a scheduled event operation.

III. Procedures

A. Emergency Communication

- 1) All emergencies or requests for emergency assistance shall be reported to the Event Manager or Designated Authority in the Command Post.
- 2) Immediately following an emergency, personnel shall communicate the nature and location of the emergency to the Event Manager or Designated Authority.
- 3) If emergency is confined to the playing field the trainer, doctor or official shall communicate the nature of the emergency to the Event Manager or Designated Authority.
- 4) Personnel shall remain at the scene of the emergency and be prepared to relay any further facts or details of the emergency.

B. Emergency Assessment

- 1) The Event Manager or Designated Authority will assess the emergency and make the determination on who will be contacted and what actions to be taken. (First Aid, Maintenance, General Services, Security, Police, Fire, Ambulance, etc.).
- 2) Personnel at the scene shall coordinate security/closing off the area of the emergency and limiting access to only authorized personnel.

C. Emergency Notification

- 1) The Event Manager or Designated Authority will make the proper notification to the required agency, depending on the nature of the emergency.

D. Emergency Responder Arrival

- 1) The Event Manager or Designated Authority will coordinate escort and access of emergency responders to the scene.
- 2) Personnel shall meet emergency responders to escort and allow access as close as possible to the scene of the emergency.
- 3) Personnel shall remain at scene to provide security/traffic control to the emergency vehicles and equipment.
- 4) Stadium Security shall be contacted to investigate/document the facts and circumstances of the emergency.
- 5) If the emergency involves a death, the Honolulu Police Department shall be notified.