



WICEN Site Safety Plan

EVENT

Date Time

Location Co-Ordinates

Weather Conditions

This form is to assist WICEN members to operate in a safe environment. Please complete the site safety plan on the back of this sheet.

Pre-Start Site Checklist

- ÿ Establish liaison with any external officials at your site
- ÿ Establish your station in a safe place in consultation with external officials
- ÿ Consider communications paths, personal safety, welfare and access to officials throughout event
- ÿ Consider safety hazards with your installation (Masts, cables, etc) to all people
- ÿ Communications with WICEN base established and maintained
- ÿ Compile site safety plan on rear of this sheet
- ÿ Include safe work areas and evacuation routes
- ÿ Include RF radiation hazards

Personal Safety & Welfare Checklist

- ÿ Wear high visibility vests where identified on plan
- ÿ Other appropriate personal protective equipment (PPE) as required
- ÿ Wear suitable foot ware
- ÿ Slip, Slop, Slap
- ÿ Food, water, shelter
- ÿ Medication and first aid kit as required
- ÿ Location of Fire Extinguisher.
- ÿ Event Information and communication plan available.
- ÿ Emergency contacts and communication methods identified.
- ÿ Follow manufacturers instructions for all equipment used

Personal Injury & Emergency Checklist

- ÿ Ensure your personal safety
- ÿ Call for emergency assistance as appropriate
- ÿ Provide assistance if trained to do so and if safe to do so
- ÿ Notify WICEN base ASAP

Plan Prepared by:

Name: **Callsign:**

Persons Briefed:

Return sheet to WICEN Event Co-ordinator after event to assist with future event planning.



WICEN Site Safety Plan

Please sketch site below showing:

- Position of communication site
- Position of stage officials site
- Roadways and direction of travel
- Positions of safety.
- High Visibility Vest area
- Evacuation direction / route
- Any specific hazards / dangerous areas
- Any other information to assist with future events