



A frequent concern in today's day and age is the safety and security of your team, attendees, and belongings. This Safety and Security flyer will provide you with the answers to some of our more frequently asked questions, and will lay the foundation in the unlikely event that one of the following situations occur.

### **Medical Situations and Calling 911**

In the event of a medical or other situation where you would normally dial 911, please do the following instead:

From any in-house phone, dial 2547. This will put you directly in contact with our Public Safety Team, who will take the necessary information regarding your situation, notify emergency services, and escort them directly to the location of the situation upon arrival.

***Dialing 911 yourself will delay the arrival of emergency personnel since it may be difficult to find your location.***

Major events in the building are typically staffed with emergency services on site. Their location will vary based on Event location. Public Safety Officers maintain constant contact with this team, who will respond quickly in case of any situation. In addition, employees are also First Aid, CPR, and AED certified and will assist until help arrives.

### **Fire Alarms and Evacuations**

Should the fire system be activated, strobe lights and an audible alarm will sound throughout the building. In this situation we ask you to please instruct your guests to calmly exit the facility via the nearest exit.

If an evacuation is necessary, we will notify you and your team directly. Our Public Safety and Event Management personnel will be on hand to assist and provide guidance to yourself and to your guests, as well as to responding emergency services.

### **Severe Weather and Shelter-In-Place**

If severe weather is present in the area or a warning is issued by the National Weather Service, protocols may be enacted to ensure the safety of all individuals in the building. This would entail removing guests from large, open spaces and areas with windows and sheltering them in stairways, bathrooms, and interior meeting rooms. A determination to shelter-in-place will be made by Public Safety and Event Management, and coordinated directly with you and your staff.

### **Security Situations**

Should a security situation arise, Public Safety and Event Management personnel will make the appropriate determinations as to what course of action to take. Most situations are small and isolated and can be resolved quickly and quietly. Large-scale situations could either result in an evacuation or shelter-in-place. Please familiarize with yourself with these procedures should they be needed. Law enforcement is consistently on site and can quickly respond to any situation if needed.

### **Lost and Found**

The GCCC Lost and Found is located at the Public Safety Command Center. If you have misplaced a belonging, please check with your event's registration area before calling Public Safety Command at 614-827-2547. After an event is over, all lost items are turned into Public Safety Command where they are logged and maintained for a period of 30 days. Items not claimed within the 30 day time period are donated or discarded.

Should you have any questions or need assistance at any time, feel free to contact your Event Manager, or Text keyword GCCC to 69050 with your location and concern.