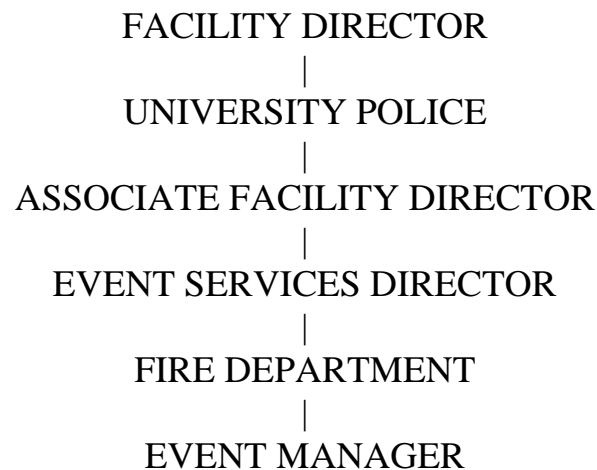


Thomas & Mack Center
EMERGENCY EVACUATION PROCEDURES
CHAIN OF COMMAND
FOR EVACUATION PROCEDURES OR UNEXPECTED EMERGENCIES

In case of an emergency where crowd safety and well-being is jeopardized, a meeting will be held in the facility director's office in order to determine what course of action should be taken. The following individuals should be involved in this decision: Facility director (or highest ranking individual on chain of command listed below), ranking police officer, Fire Department, promoter, and any external safety officials (i.e. fire marshal, Metro, etc.)

In the event that a decision can not be mutually agreed upon, the ultimate decision and responsibility of the event lies with the Facility Director.



EMERGENCY EVACUATION PROCEDURES INTRODUCTION

There may come a time when immediate evacuation of the Thomas & Mack Center is necessary. Only if guests are in any physical danger would this be done. The role of all Thomas & Mack Center employees is crucial in conducting an orderly evacuation.

The type of emergency will dictate which evacuation procedure will be followed. However, in all evacuations we will direct the guests out the nearest exit. Both the Thomas & Mack Center and COX Pavilion have exit locations off the concourse, which will speed up the evacuation process. Under the best conditions, we may have the chance to use the public address system and to turn on the house lights (at the Thomas & Mack Center), but neither of these factors can be assumed. There are many ways an evacuation may develop. One thing is certain: All Team Members cannot expect any previous warning.

It is hoped that during an emergency evacuation, there will be enough warning for the facility staff to create the "Ideal Conditions." But in the event of a spontaneous evacuation, we must depend on immediate judgment and previous training of our employees.

The following will serve as a basis for this training.

EMERGENCY EVACUATION PROCEDURES STAFF RESPONSIBILITIES

Once the emergency on-site staff has determined that the Thomas & Mack Center or COX Pavilion has to be evacuated the following should take place:

OPERATIONS DEPARTMENT

- X Point Person: Production Manager on Duty
- X The engineer on duty that is stationed in the fire alarm room will find the alarm location and dispatch another engineer to investigate the alarm.
- X The highest ranking Event Services staff member will immediately report to the fire alarm room to have a script read over the emergency broadcast system or instruct the public address announcer of the event on what to say inside the arena.
- X The engineer in charge of the sound and lights will remain in the sound booth to control the house lights and sound until a complete arena evacuation has been affected or is required.
- X The heating, ventilation and air-conditioning (HVAC) engineer will go to the mechanical room for further directions.
- X The custodians will search trash cans and custodial closets in case of bomb threats.
- X Operations staff will search all non-public areas.
- X Event Services staff will search all public areas, inconspicuously.

EVENT SERVICES

BEFORE ARENA DOORS:

If an evacuation is necessary *before* arena doors are opened to the public, all nonessential building personnel must exit the building and escort waiting guests into the parking lot areas.

The external public address system will inform guests of what is going on and when it is safe to return to the facility.

AFTER ARENA DOORS:

If evacuation is necessary *after* the arena doors have been opened, and guests/performers are in the arena:

- X All Team Members must remember to keep the guests calm.
- X All performers and their associates will be evacuated out the building through the floor sections 122-123. This exit may also be used in extreme emergencies for guests. However, this tunnel is not designed to handle large numbers of guests in an evacuation, unless tunnel bleachers are not in place.
- X All guests in plaza seating areas will use the portals to exit the arena and proceed to the parking lot area.

TICKET TAKERS

Ticket takers should clear all entrances of ticket boxes, tables, garbage cans, barriers, and ash trays and not allow additional guests to enter. They should stand by doors in order to offer any assistance possible on egress of guests -- this includes propping open all doors.

USHERS

Ushers located at the press room, "T" of the tunnel, and locker rooms will check their respective areas to see that everyone is aware of the evacuation in progress. These areas must be secured so that guests do not mistakenly go into these areas.

Ushers located at the portals will immediately check VIP Suites to inform suite holders to lock windows, turn off lights, and immediately evacuate to the nearest exit. The usher's responsibility is first and foremost to assist the guests in leaving seating areas, then concourses, and finally to the parking lot.

Ushers near exits will immediately go to the nearest exit and hold or prop open doors for exiting guests.

Ushers that are not by exits will immediately go to area between the exit doors on the concourse and inform guests of the nearest exit. (See Map)

Balcony ushers are to remain in the balcony until all guests have evacuated the balcony.

Plaza ushers are to remain in plaza area until all guests have evacuated the plaza area

After the arena is cleared, all ushers will vacate the arena and help in escorting people away from the arena and into the parking area.

Ushers in the handicapped areas will escort disabled guests to the area of safe Refuge and away from the facility. This may involve physically carrying guests from arena to exterior of facility.

Arena floor ushers will direct all guests up the aisles to the concourse.

The Si Redd Room ushers will direct guests out the ground level exit then across the inner-circle road.

ELEVATORS

Elevators will immediately go to the ground level and stay open. Elevator ushers are to inform all guests that the elevators are not to be used for any reason. An usher will be assigned to stay in front of the elevator at all three levels in order to direct guests to the nearest exit.

CLEAN-TEAM

Clean-Team members will check the restrooms for guests and inform them of the nearest exit. A Clean-Team member will remain in front of the restroom to direct the guest to the nearest exit.

OPERATIONS

Operations will assign small groups to search office areas for total evacuation. Ushers will search the public access areas (VIP Suites, restrooms, etc.) to evacuate all guests. Operations will search all locked areas. (See Addendum 1)

FOOD & BEVERAGE SERVICES

Food & Beverage Services department personnel will see that their areas are searched, locked and secured in all regards. No staff should remain in the building. (This includes kitchen and warehouse.)

PARKING ATTENDANTS

Parking attendants will block off the Swenson entrance and open exits at the back of red, black, white and gray parking lots. They will also direct guests across the inner-circle road to the parking lots.

EMERGENCY EVACUATION PROCEDURES PLAN FOR BOMB THREATS THOMAS & MACK CENTER

Pre-Planning and Practice

- X Secure all radio transmissions within the facility.

- X Assign areas for a search by personnel most likely to recognize unusual objects in each search area (i.e., - Stage Manager will search the stage and dressing room area, a maintenance engineer will search equipment and storage rooms, etc.) (See Addendum #1)

- X Provide training for all personnel in bomb threat procedures and conduct quarterly practice drills.

- X Have security personnel check the facility for any explosive devices before opening the building to the public.

Person Taking Call -- Remain Calm. (Don't Exhibit Emotion!)

- X Record exact information received.
- X Keep the person talking if possible, and find out all you can.
- X Use Emergency Check-List in order to know what to and what not to say.

After the Person Hangs Up

- X Report to the Operations Director and/or Event Service staff only.
- X Do NOT tell anyone else! Do NOT use the radio!

Facility Director (Person in Charge of the Facility -- for a chain of commands, see attached.)

- X Inform Campus Police ranking office on duty.
- X Gather information from person taking call.
- X Assemble key personnel, without alarming guests.
- X Instruct key personnel to conduct a preliminary search and report back. Use Building Search Check-List. Warn them against touching, moving, or jarring any unusual objects.
- X The director in charge will coordinate search activities from a central point (the Director's Office), near telephones and a location where reports from personnel can be monitored. If the Director's office is not available, the Food Service's office will serve as an alternate site.

If a Potential Bomb is Found:

- X Report any unusual object that seems "out of place" (i.e., - a box in an equipment room, a purse or suitcase in a restroom, a package under a bench, etc.)
- X DO NOT TOUCH! Many devices explode with even the slightest touch.
- X The ushers should block any area they believe may contain a bomb until Public Safety officers arrive, and they, in turn, contact the bomb squad (Fire Department) for assistance.

When Police And/Or Firemen Arrive:

- X The director or his designated representative should meet the bomb squad at a predetermined place -- Thomas & Mack Center (curb parking at main Swenson entrance) -- with the telephone log and all available information.
- X If officers, employees and police conduct a search and nothing is found, the arena director will decide whether evacuation of the building is required. The Thomas & Mack Center will determine the course of action, with input from Campus Police, Medical Services, and the promoter of the event.
- X Police will assist with a crowd evacuation, if deemed necessary by the Thomas & Mack Center Director, Fire Department, University Police.

Points to Remember:

- X Bombs are usually placed in inconspicuous places where people are not likely to see them.
- X Although most bomb threats are made by cranks, treat all calls seriously.
- X Remember any object may conceal a bomb, so look for anything out of the ordinary. Instruct all personnel not to touch, move or jar any unusual objects.
- X The person operating the public address system should remain calm, and announce the message provided. This will be determined by the Event Services Manager.

ADDENDUM #1

TMC EXPLOSIVE DEVICE SEARCH CHECKLIST

Arena Director: _____

Date: _____

AREA	RESPONSIBILITY	TIME
Restrooms	Clean Team	_____
Ground Level	Ushers	_____
Concourse Level	Operations	_____
Supply Rooms-All Levels	Operations	_____
Cabinets-All Levels	Operations	_____
Closets-All Levels	Operations	_____
Desks/Drawers-All Levels	Operations	_____
Wastepaper Containers and Cigarette Receptacles	Operations	_____
Locked Doors	Operations	_____
Ventilation Ducts	Operations	_____
Lights/Ceilings	Operations	_____
Tables	Operations	_____
Hose Cabinets	Operations	_____
Locker Rooms/Training Rooms	Operations	_____
Meeting and Board Rooms	Operations	_____
Si Redd Room		
If In Use	Ushers	_____
If Room is Closed	Operations	_____
Food & Beverage Services		
Food Preparations Area	Food & Beverage	_____
Food Storage Area	Food & Beverage	_____
Office Area	Food & Beverage	_____
Stoves Turned Off	Food & Beverage	_____
All Areas Secured	Food & Beverage	_____
Administrative Offices	Operations	_____
Athletics Offices	Operations	_____
Business Offices	Operations	_____
Ticket Office	Operations	_____
Operations Office	Operations	_____
Mechanical Room	Operations	_____
Stage Area	Operations	_____
Catering Area	Operations	_____
Maintenance Cage Area	Operations	_____
Maintenance Offices	Operations	_____
Sound Booth	Operations	_____
Telephone Room-Arena Area	Operations	_____
Press Room	Operations	_____
Event Check-in/Check-out	Check-in Room Personnel	_____
VIP Suites	Ushers/Guests	_____

TMC EXPLOSIVE DEVICE SEARCH CHECKLIST - Page 2

If possible, the rooms should be sealed after the search is completed. A device (tape, strap, a plastic device) that will indicate at a glance if the room has been reentered after the initial search.

Possible motive for a bomb threat in your area. (Explain) _____

EXAMPLES:

Previous Threats: _____

Suspicious Persons: _____

Employee or Ex-Employee: _____

Problem: _____

Date: _____

Time: _____

Signature: _____

BOMB THREAT CHECKLIST

Record exact words of the threat: _____

INFORM CALLER: Detonation of the bomb could result in serious injury or death to many innocent people.

QUESTIONS TO ASK:

1. When is the bomb going to explode? _____
2. Where is the bomb? _____
3. What kind of explosive is it? _____
4. What does the bomb look like? _____
5. Why did you place the bomb? _____

DESCRIPTION OF CALLER'S VOICE:

Male: _____
Female: _____
Child: _____
Estimated Age: _____
Race: _____
Voice Tone: _____
High: _____
Low: _____
Slow: _____
Rapid: _____
Broken: _____
Disguised: _____
Accent: _____
Background Noises: _____

Notified/Time: _____

Your Name: _____ Dept.: _____

Phone: _____

**DO NOT DISCUSS THE CALL WITH OTHER PERSONNEL AFTER INFORMING OPERATIONS
DIRECTOR AND/OR EVENTS MANAGER**

EMERGENCY EVACUATION PROCEDURES

FIRE

If the caller only smells smoke, the dispatcher will:

- < Notify the engineer in the fire alarm room and he will request security and engineering departments to check the area.
- < Only upon confirmation by these sources that smoke and/or fire exists, the Clark County Fire Department be notified.

If the Alarm Sounds:

- < The Alarm will sound in TMC Fire Control Room and at the University Police Headquarters.

DUTIES OF FACILITY ENGINEER:

When notified by an Alarm that fire or smoke is actually visible, the engineer will:

I. For Troubled Alarms

- A. University Police (UNLV) will be notified through the Simplex System Panel, on the automatic dialer. UNLV will alert Clark County Fire Department immediately.
- B. Engineer in the fire control (Alarm) room will inform assistants about the quadrant, and which level the fire is on.

II. For Active Alarms

- A. University Police (UNLV) will be notified through the Simplex System Panel, on the automatic dialer. UNLV will alert Clark County Fire Department immediately.
- B. University Police are dispatched to the Fire Control Room
- C. Facility Operations has 4 minutes to verify if the Alarm is valid before the horns sound in the arena.

1. If an engineer receives a report that the alarm is False, the engineer will reset the Alarm Panel and Clark County Fire Department is notified.

2. If an engineer receives a conformation that the alarm is Actual, the Alarm Panel is left Active and Horns will sound in the Arena.

DUTIES OF COMMAND POST:

XCommand Post will be established in the office of the Facility Director (if this location is

unavailable, Food Services offices will be the alternative command post at the Thomas & Mack Center).

XPersonnel of the Command Post will include Facility Director, Associate Directors, highest ranking University Police officer, Event Services Director, Event Manager, American Medical representative and fire marshal (if present). The promoter will be consulted as well, and notified after the decision has been made.

XResponsibilities of the Director of the Command Post:

- A. Verify Clark County Fire Department has been contacted.
- B. Maintain constant communication with fire marshal and fire chief and Campus Police.
- C. Make determination about initiating evacuation procedures.
- D. Place Metropolitan Police Department and Campus Police on alert for possible assistance.
- E. Coordinate efforts of all personnel.
- F. Make determination in conjunction with CCFD Fire Chief and Thomas & Mack Center Fire Marshal for assistance from outside sources, i.e., - Nellis Air Force Base.

FLOODING

If flooding should occur, parking lot gates must be opened immediately to avoid trapping motorists.

Flooding preparations and guidelines during events are primarily targeted for the parking lots. The security dispatcher will contact the Public Safety Department and other appropriate agencies to determine which roadways adjacent to the Thomas & Mack Center properties are inaccessible to vehicular traffic, then:

- XMakes proper notification through the chain of command.
- XDispatch parking lot personnel to block all roadways leading toward the flooded areas. Use of barricades and personnel are to be used to accomplish this.
- XDispatch additional security personnel to the parking lots to direct vehicular traffic to the appropriate escape routes.
- XDispatch security personnel to open entry gates so guests can leave the property.

ELECTRICAL OUTAGE

In the event of an electrical outage, the facility emergency power plan will be activated immediately and remain in effect until all power is restored. Guests and employees will be kept informed by use of the public address system.

Again, keep the guests calm until Facility Director or the highest ranking facility representative

determines whether or not to continue the event. The Evacuation Plan will then be followed if event is not completed and/or must be ended early.

The public address announcement will include any ticket refund information.

**EMERGENCY EVACUATION PROCEDURES
LOCATION OF FIRE ALARM PULLERS, HOSE CABINETS
AND CHEMICAL FIRE EXTINGUISHERS
THOMAS & MACK CENTER**

THOMAS & MACK CENTER CONCOURSE LEVEL:

XPull stations are located on columns (pillars) near each set of exit doors.

XHose cabinets and chemical fire extinguishers are in portals 1, 2, 5, 9, 12, 16, 19, 20, 23, 27, 30, 34.

THOMAS & MACK CENTER GROUND LEVEL:

XPull Station Locations:

- Hallways near each exit.
- Hallways outside the meeting rooms.
- Board Room.
- Food & Beverage Services Commissary.
- At every exit on Ground Level

XHose Cabinets and Chemical Fire Extinguishers:

- In the Hallway (Across from Room 74)
- Near the Main Entrance
- Food & Beverage Services Hallway (near the offices).
- The hallway outside the Commissary (near the Redd Room restrooms).
- Inside Hallway of the Meeting Rooms.
- West Side (behind the wall).
- Board Room
- Business Office Entrance.

THOMAS & MACK CENTER ARENA LEVEL:

XPull Station Locations:

- Outside the Production/Press room.
- At the base of the Athletic stairs.
- Player Tunnel (near the arena).
- Main Tunnel
- Back Stage Cafe
- The hall outside the Stage Manager's Office.

XHose Cabinets and Chemical Fire Extinguishers

- Outside Production/Press Room.
- Outside the Locker Rooms
- Main Tunnel (near the arena)
- Catering Area (outside the shop)
- At every other portal on concourse level

COX PAVILION ARENA LEVEL:

XPull Station Locations:

- At East and West Exit Stairs on South side of the arena floor
- At East and West Exit's on the North side of the arena floor

XHose Cabinets and Chemical Fire Extinguishers

- On North and South ends of the arena floor

COX PAVILION – GROUND LEVEL:

XPull Station Locations:

- At main door to the receiving dock
- At front door to the lobby area by the ticket office

XHose Cabinets and Chemical Fire Extinguishers

- On the receiving dock
- In the lobby hallway near the Ticket Office
- Sand Pipe is located on the West side of the Facility

COX PAVILION – LOCKER ROOM LEVEL:

XPull Station Locations:

- At East exit stairs
- At Locker Room Lobby exit door
- At South exit stair of the Practice Facility
- At North end exit of the Practice Facility
- At North West entrance to Practice Facility to the walkway tunnel

XHose Cabinets and Chemical Fire Extinguishers

- In Locker Room Hallway near rooms (120-121)
- In Practice Facility on East wall
- In Practice Facility on West wall
- Main Tunnel near the roll up door

**EMERGENCY EVACUATION PROCEDURES
EMERGENCY TELEPHONE NUMBERS**

Simplex (Fire Alarms).....	948-1852
Clark County Fire Department.....	9-1-1
Command Post (Darens Office).....	895-1003
Back Up Command Post.....	895-3190
Facility Director (Darens Cell).....	813-2951
Fire Control Room.....	895-2813
Las Vegas Metro Police.....	9-1-1
Night Telephone.....	9-1-1
Public Safety (University Police).....	895-3669
Security Dispatcher (TMC).....	895-3077

AIRPORTS

McCarran International.....	261-5743
Nellis Air Force Base.....	652-1110

AMBULANCE

24-hour Dispatch.....	9-1-1
Flight for Life (Helicopter).....	383-1000
American Medical Response.....	386-9985

COMMUNICATIONS

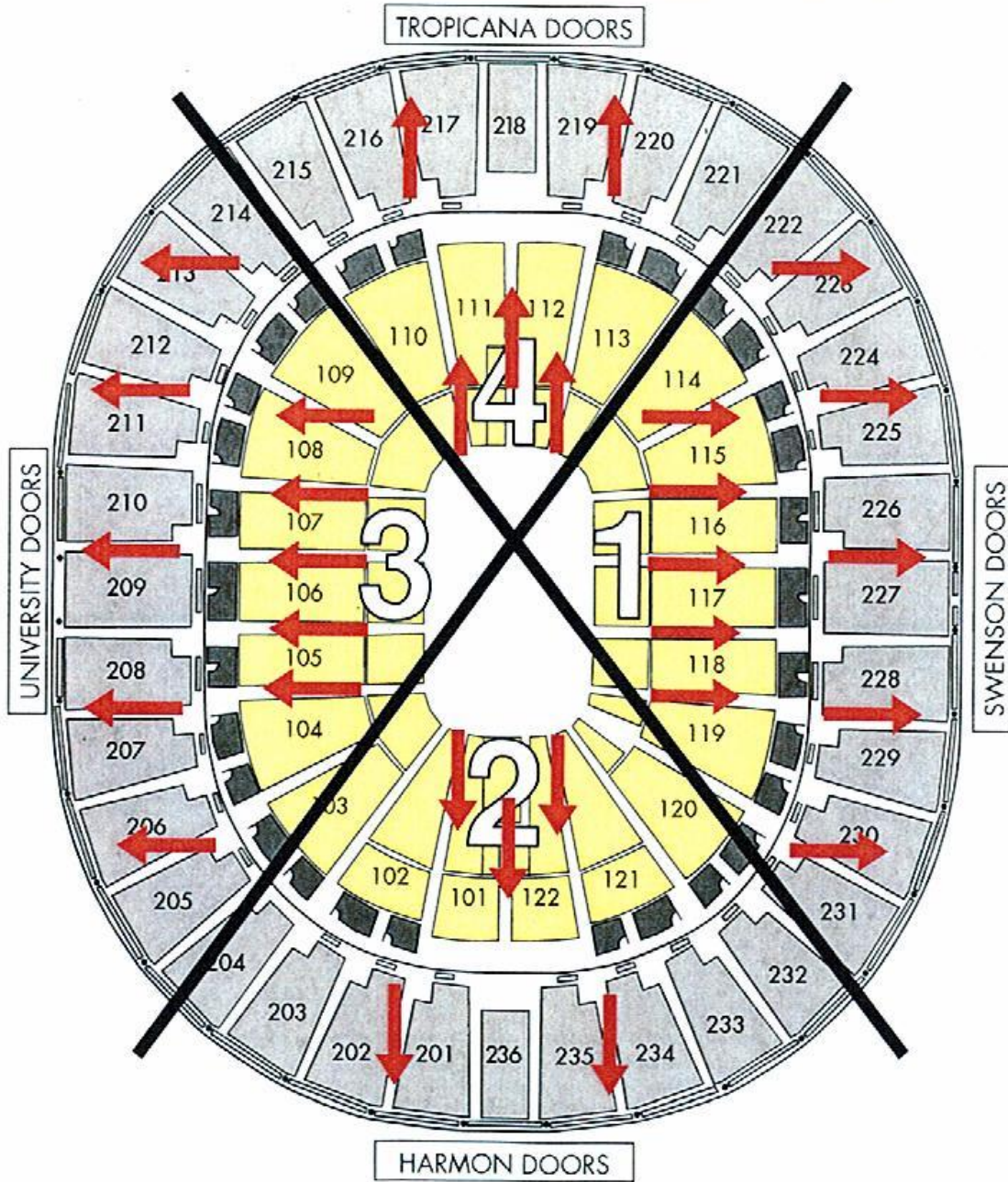
Communications Engineering, Inc.....	362-6850
Sprint/Central Telephone Company.....	385-2211

CLARK COUNTY AGENCIES

Clark County Civil Defense.....	455-8220
Clark County Fire Department.....	9-1-1
Clark County Managers Office.....	455-3530
Clark County Road Department.....	455-7540
Clark County Sanitation Department.....	434-6600

(Attached Diagram)

EMERGENCY EVACUATION PLAN



Thomas & Mack
CENTER