



IPSWICH HOCKEY ASSOCIATION INC.

Established 1931

ABN 54 159 436 239

65 Briggs Road, Raceview 4305

Phone (07) 3288 6985

Facsimile (07) 3294 0214

Email: secretary@ipswichhockey.com

FIRE & EVACUATION PLAN

For: Ipswich Hockey Complex
65 Briggs Road, Raceview 4305

Contact Details: Clubhouse Phone: 3288 6985

President: Robert McLeod 0413 560 313
president@ipswichhockey.com

Secretary & Facility Manager: Margret Mantell 0417 728 414
secretary@ipswichhockey.com

VP Clubhouse: Tracey Doyle 0433 898 801
clubhouse@ipswichhockey.com

RCD: Hugh Hocking 0413 211 138
rcd@ipswichhockey.com

EVACUATION DETAILS:

When the clubhouse is in use:

1. The 'On-Duty' Official will assume full responsibility in the event that an evacuation is necessary.
2. The 'cook' in the kitchen will ensure the kitchen and clubhouse area is evacuated and those in these areas will be directed to the assembly point near the green shed.
3. The person working in the bar will check the toilets and then ensure the verandah is evacuated directing those in these areas to the assembly point at the southern end of the clubhouse.
4. The On-Duty Official will nominate a person to check under the clubhouse and ensure toilets, dressing rooms etc. are evacuated.
5. The person manning the TriDan control shed will use the PA system to request patrons move to the assembly areas.

During training times:

1. A club/team official of the club/team training on the water field will assume responsibility in the event that an evacuation is necessary.
2. This official will nominate a person to check under the clubhouse and ensure toilets, dressing rooms etc. are evacuated.
3. An IHA official is to be contacted immediately.

Managing this plan:

1. Prior to the commencement of each season, this plan will be revisited at a Management Committee meeting where club officials/representatives will be reminded of their responsibility when training and the clubhouse is not in use.
2. Prior to the commencement of each season, workers (cook/s, bar attendants), as part of their induction, will be instructed on their roles & responsibilities with regard to this plan.

Signed on behalf of the Ipswich Hockey Management Committee by



Margret Mantell

Secretary