





## Public Assembly Facility Risk Levels

<b>OHS – GOV'T RANKING</b> <i>Risk of Terrorist Attack</i>	<b>RISK LEVEL</b>	<b>VENUE THREAT</b>	<b>SECURITY MEASURES</b>	<b><u>ACTION STEPS</u></b>
<b><u>SEVERE</u></b> (Red)	5	CANCEL	Secured	“Lock-Down” patrol of perimeter restricting all access.
<b><u>HIGH</u></b> (Orange)	4	MAXIMUM	Government Control	National Law officials / security agencies screen public and control
<b><u>ELEVATED</u></b> (Yellow)	3	ELEVATED	Restrictive	May involve regional or local law officials with “pat-down” measures
<b><u>GUARDED</u></b> (Blue)	2	MODERATE	Protective	Limited Access to venue with screening precautions implemented
<b><u>LOW</u></b> (Green)	1	MINIMUM	Routine	No primary factors of concern exist outside normal routine measures

“ELEVATED” (Yellow) Risk Level Security Measures	“HIGH” (Orange) Risk Level Security Measures
<ul style="list-style-type: none"> <li>▪ Badges / Photo ID must be worn at all times.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Badges / Photo ID must be worn at all times.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Access to Convention Way / Bowie St. Drop Off has been restricted. Access to the Porte Cochere is available from Market St only.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Access to Convention Way / Bowie St. Drop Off / Porte Cochere has been restricted.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Shuttle service on Convention Way / Bowie St. Drop is prohibited unless Off Duty PD is ordered to monitor access (paid by the customer) AND schedule and staffing is approved by the Event Services Manager.</li> <li>▪ Limited move in/out access by the facility’s exclusive contractors <b>may</b> be permitted on Convention Way, without the assistance of an Off Duty PD Officer, but requires the approval of the Events Services Manager. Requests will be considered on a case-by-case basis, and must be communicated through the EC.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Shuttle service on Convention Way / Bowie St. Drop is prohibited unless Off Duty PD is ordered to monitor access (paid by the customer) AND schedule and staffing is approved by the Event Services Manager.</li> </ul>



<ul style="list-style-type: none"> <li>▪ Parking passes <b>may</b> be issued on a limited case-by-case basis. All requests must be made through the Event Services Division, via the EC.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Parking of any type (short term or long term) is prohibited on Convention Way, Bowie St. Drop Off or in Porte Cochere. No parking passes will be issued while at this level of national alert.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Overnight parking of trailers (service contractors &amp; exhibitors) will be permitted in the loading docks. Overnight parking of POV's will NOT be permitted in the loading docks.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Overnight parking is prohibited in the loading docks. No dock parking passes will be issued while at this level of national alert.</li> </ul>
<ul style="list-style-type: none"> <li>▪ In-house exclusive service contractor vehicles (with approved parking permits) will be permitted to enter the loading docks, as normal business activities require.</li> <li>▪ All other POV parking in the loading docks is prohibited. Only vehicles transporting exhibit equipment or making other appropriate deliveries will be granted access to loading docks.</li> </ul>	<ul style="list-style-type: none"> <li>▪ POV parking in the docks is prohibited. Only vehicles transporting exhibit equipment or making other appropriate deliveries will be granted access to loading docks.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Overnight storage of empty containers in the facility and on the loading docks will be permitted in accordance with established Fire Dept. guidelines. Any violation of these Fire Dept. guidelines will result in immediate revocation of this empty container storage allowance by the service contractor in violation.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Storing of empty containers in the facility or loading docks is prohibited.</li> </ul>
<ul style="list-style-type: none"> <li>▪ All Contractor Labor must have badge / wristband / t-shirt etc., AND photo ID at all times.</li> </ul>	<ul style="list-style-type: none"> <li>▪ All Contractor Labor must have badge / wristband / t-shirt etc., AND photo ID at all times.</li> </ul>
<ul style="list-style-type: none"> <li>▪ Temp Labor Check In must take place on the exterior of the facility.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Temp Labor Check In must take place on the exterior of the facility.</li> </ul>
<p><b>Site Visits:</b></p> <ul style="list-style-type: none"> <li>▪ All site visits must be pre-scheduled by CVB, BC or EC</li> <li>▪ CVB, BC's and EC's must notify House Security of ALL scheduled site visits and client meetings</li> <li>▪ CVB, BC's and EC's must instruct customers to check in at Admin / Security (will be required to show ID and sign in)</li> <li>▪ CVB, BC's and EC's must meet customer down at Security Desk for all meetings / site visits and escort to appropriate destination (tour, conf. rm, etc...)</li> </ul>	<p><b>Site Visits:</b></p> <ul style="list-style-type: none"> <li>▪ All site visits must be pre-scheduled by CVB, BC or EC</li> <li>▪ CVB, BC's and EC's must notify House Security of ALL scheduled site visits and client meetings</li> <li>▪ CVB, BC's and EC's must instruct customers to check in at Admin / Security (will be required to show ID and sign in)</li> <li>▪ CVB, BC's and EC's must meet customer down at Security Desk for all meetings / site visits and escort to appropriate destination (tour, conf. rm, etc...)</li> </ul>



<ul style="list-style-type: none"><li>▪ Security will not permit anyone access to Admin. without authorization from the meeting originator (BC, EC or person expecting guest)</li><li>▪ No Walk In Appointments will be accepted.</li></ul>	<ul style="list-style-type: none"><li>▪ Security will not permit anyone access to Admin. without authorization from the meeting originator (BC, EC or person expecting guest)</li><li>▪ No Walk In Appointments will be accepted.</li></ul>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



Please sign below acknowledging receipt of this statement regarding Facility Security, last updated August 26, 2003. Your signature also acknowledges your understanding that facility security measures and policies may change as national security measures change. Please fax a signed copy of this signature page to the attention of your Booking Coordinator at 210-223-1495.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Organization