



# Downtown Area Volunteer Safety Guidelines

## OVERVIEW

The Downtown Area Volunteers include: Start, Finish, Post Race Refreshments, Race Information, Finish Fest, Elite/Media and Mary Free Bed Athlete Hospitality. Please review the **Volunteer Safety Guidelines** as well as the additional details provided in this document.

## EVENT ALERT SYSTEM

The Event Alert System (EAS) flags will be located near the Start and Finish Lines and inside DeVos Place. The flags communicate (but are not limited to) course and weather conditions. **Green** (Low) – good conditions; **Yellow** (Moderate) – less than ideal conditions; **Red** (High) – potentially dangerous conditions; **Black** (Extreme) – extreme conditions – event cancelled

## THREATENING WEATHER CONDITIONS

The Amway River Bank Run will be canceled or delayed (up to 1 hour) if any of the following weather conditions exist:

TORNADO WARNING  
TORNADO WATCH

THUNDERSTORM  
'HEAVY' RAIN

EXTREME HEAT INDEX

In the event that threatening weather conditions require seeking shelter, PA announcements will be made and your area captain and security will be communicating instructions to you to help participants and spectators to safe locations near your area. See below for shelters near your location:

<b>Race Area</b>	<b>Shelter</b>	<b>Location</b>
Finish, Post Race Refreshments, Finish Fest	City of Grand Rapids Government Ramp Fifth Third Bank Parking Ramp	Monroe Avenue across from DeVos Place
Finish, Post Race Refreshments, Finish Fest	DeVos Place (will be directed to the service corridor and to the basement level of the building to a designated tornado shelter area.)	Monroe Avenue across from Fifth Third and Government Ramps
Finish, Post Race Refreshments, Finish Fest	DeVos Place Parking – lower level	Bridge Street across from the US Post Office
Start, myTeam Triumph	Government Parking Ramp via staircase entrance near Calder Plaza	Ottawa Avenue/Calder Plaza
Start	Fifth Third Bank Parking Ramp lower level	Ottawa Avenue
Finish and Spectators	Monroe Center Parking Ramp	Louis St between Ottawa and Ionia Avenues

## INDIVIDUAL RESPONSIBILITY

- It is the responsibility of volunteers to understand safety is the number one factor in any situation or decision to postpone or cancel the event.
- It is imperative for any person involved in the event to understand that self-preservation is of utmost importance. Therefore the safety of individuals involved with the event – participants, spectators, volunteers, event staff and vendors – is ultimately the responsibility of the individual.
- If a substantial building is not available for shelter, enclosed motor vehicles can provide shelter as long as patrons do not touch the metal framework during the thunderstorm.
- No place outside is safe if lightning is in the vicinity. Partially enclosed vending areas and tents are not safe. If no safe shelter is available, direct patrons to stay away from the tallest objects (trees, light poles, flag poles), metal objects (fences or bleachers), standing pools of water and open fields. If patrons are still in transit to the venue, encourage them to remain in their vehicles until the lightning threat has ended.

## **PUBLIC SAFETY INFORMATION**

To ensure a safe Amway River Bank Run experience, you are encouraged to be aware of the following:

- In the event that a participant is injured or needs medical assistance, volunteers are to seek medical staff, security or a police officer on duty at your location for assistance.
- Medical personnel are located along each event course on bicycles, each Aid Station, Finish Line and Calder Plaza. Police officers are located at every street intersection along event courses or call **616.284.1727**

## **SEE SOMETHING—SAY SOMETHING**

- If you see a suspicious person, object or vehicle along or near the event course, please notify the security staff or law enforcement nearby.
- Do not store, hide or leave any personal items (backpacks, packages, etc.) along or near the start and finish line areas, post event party or event courses.
- Do not store or hold bags or packages for someone you don't know.
- Do not bring any unnecessary items with you. Security staff in various areas will be performing bag checks.

## **INFORMATION/LOST AND FOUND**

### **Saturday, May 11**

- Located in DeVos Place in Grand Gallery outside Halls A & B.
- Located on Calder Plaza near the entrance to the Finish Fest.
- Anything lost and found will be taken to the Information Tent. If not picked up, Race Headquarters can be contacted at 616-771-1590.

## **LOST CHILD**

- All lost child situations are handled by a trained Search and Rescue team. If someone is missing/lost—the individual making the inquiry is to be taken to the Welcome Center in DeVos Place – race staff will contact the Communications Team to manage the situation. **616-284-1727**

## **RUNNER DOWN**

- Notice your location, Notice the condition of the runner, identify bib number. *(If in the finish line or post race refreshments - note the red sign (EE#) attached to the fencing to assist with your location.)* **Call 616-284-1727 and request help or locate a DK Security staff member to radio for assistance.**

## **DROPPED OUT PARTICIPANT**

- If someone suspects a participant may have dropped out of the event, the individual making the inquiry is to be taken to the Information Tent to speak with the Radio Operator who will manage the situation.

## **ACTIVE SHOOTER**

In the event that an active shooter is in your vicinity, follow the steps below:

- **RUN:** Have an escape route and plan in mind, leave your belongings behind and keep your hands visible
- **HIDE:** Hide in an area out of the shooter's view, block entry to your hiding place and silence your mobile devices
- **FIGHT:** As a last resort and only when your life is in imminent danger take action, attempt to incapacitate the shooter, act with physical aggression and throw items at the shooter

**Call 9-1-1** when it is safe to do so: Provide the following information:

- Location of the active shooter
- Number of shooters
- Physical description of shooters
- Number and type of weapons held by shooters
- Number of potential victims at the location

When law enforcement arrives:

- Remain calm and follow instructions
- Put down any items in your hands (i.e., bags, jackets)
- Raise hands and spread fingers
- Keep hands visible at all times
- Avoid quick movements toward officers such as holding on to them for safety
- Avoid pointing, screaming or yelling
- Do not stop to ask officers for help or direction when evacuating

## **CRITICAL CONTACTS**

- **Medical Emergencies 616.284.1727 (including Lost Child)**