

PALMY[®]

VENUES

HOUSEKEEPING + SAFETY PROCEDURES – B&M CENTRE + BALLROOM

- Male and female toilets are located in the main corridor on the ground floor. There are independent disabled cubicles in these facilities. There are additional unisex toilet facilities on the first floor of the building, located in the Mezzanine Lounge.
- Baby change facilities are located in the first aid room, which is located in the main corridor of the building.
- Central Energy Trust Arena is a non-smoking facility. Smokers are encouraged to use the blue picnic table at the rear of the Arena 1 Grandstand building and to remain at least 5 metres away from any doors.
- A first aid kit is not available in this building.
- There are two defibrillators located onsite. These locations are on the external wall of Arena 4, next to the main entrance doors and the external wall of the Arena 1 Grandstand building, opposite the Artificial Turf. Both defibrillators are secured inside a lock-box which requires pincode access and must only be removed in the event of an emergency. The access code can be obtained by phoning 111 and stating the defibrillator location, which is printed on the lock-box.
- The stadium floor is a floating wooden floor, forklifts and other machinery that is permitted into the venue must be driven slow and cautiously. Please avoid sharp turns, in particular when carpet has been laid in the venue.
- The floor must not be wet at any stage as this swells the wood and causes permanent damage.
- Any power appliances and leads must have a current electrical tag displayed. Appliances or leads with an expired electrical test tag, or no test tag are not permitted to be used, as well as any leads with visible damage.
- Hi-vis vests and covered footwear must be worn during set up and dismantle of events, especially when machinery and vehicles are moving in and around the venue.
- Children under the age of 14 years must be supervised at all times.
- Any hazards identified or incidents must be reported to venue staff immediately.
- Please make yourself aware of the positions of all the emergency exits and evacuation procedures which are on display at all exit points.

- In the event of an emergency or alarm siren, please exit through your nearest marked EXIT door and make your way quickly and calmly to your nearest assembly location.
 - If exiting from the fire doors at the front of the building, your assembly point is on Pascal Street.
 - If exiting from the back of the building, your assembly point is the car park at the rear of the building.
 - Venue staff will be onsite to assist in this process.
 - You must not leave the assembly location until the all clear has been provided by NZ Fire Service or venue staff.
- Government and Venue COVID-19 policies must be followed at all times.
- Should you require any assistance during your time onsite, please contact the Operations team on 027 453 5657

Evacuation Route

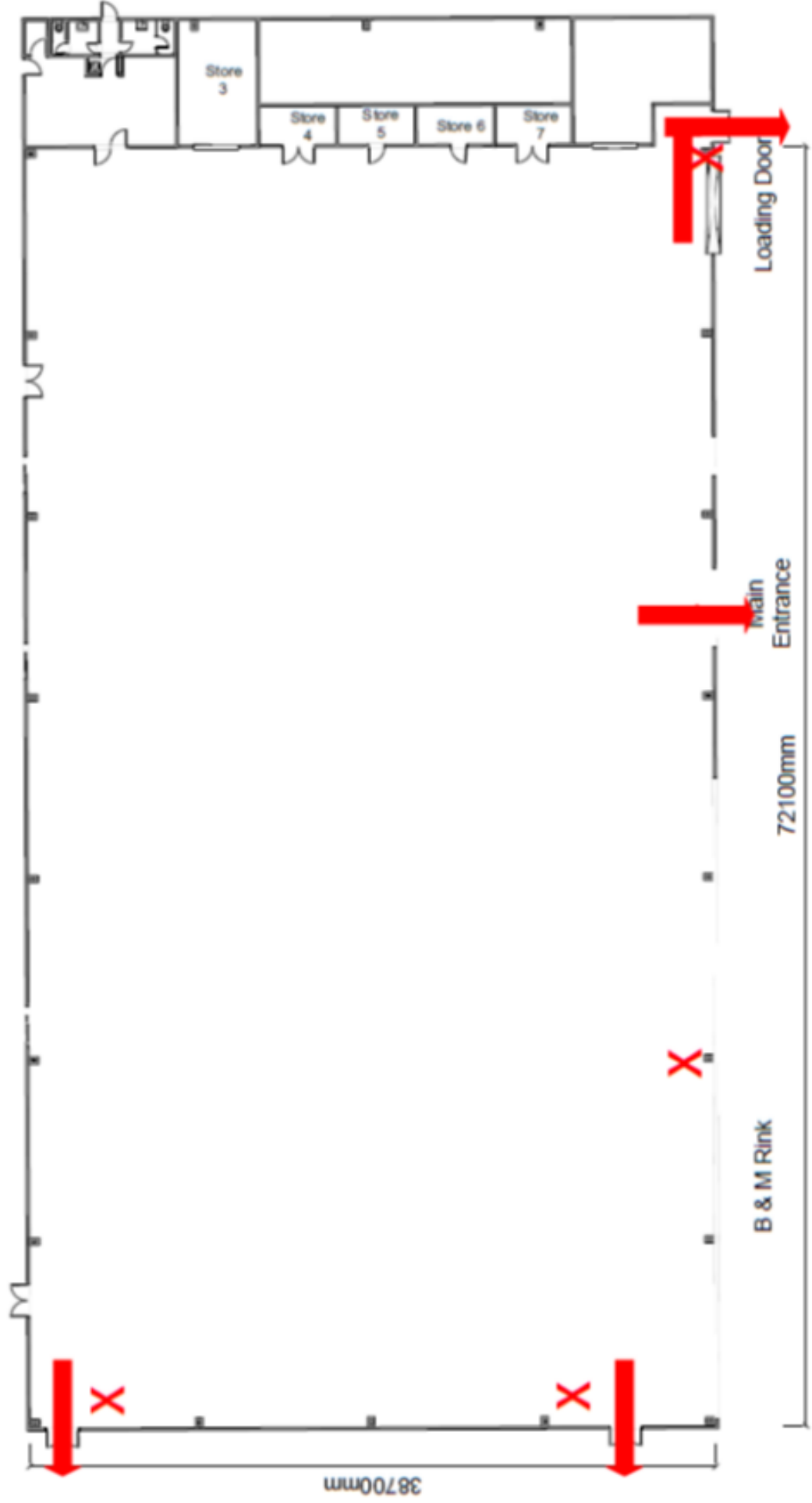
Event: _____

Date: _____ X Call Point

Extinguisher /
Hose Reel

B & M Centre

Scale 1:200



38700mm

B & M Rink

72100mm

Inclin
Entrance

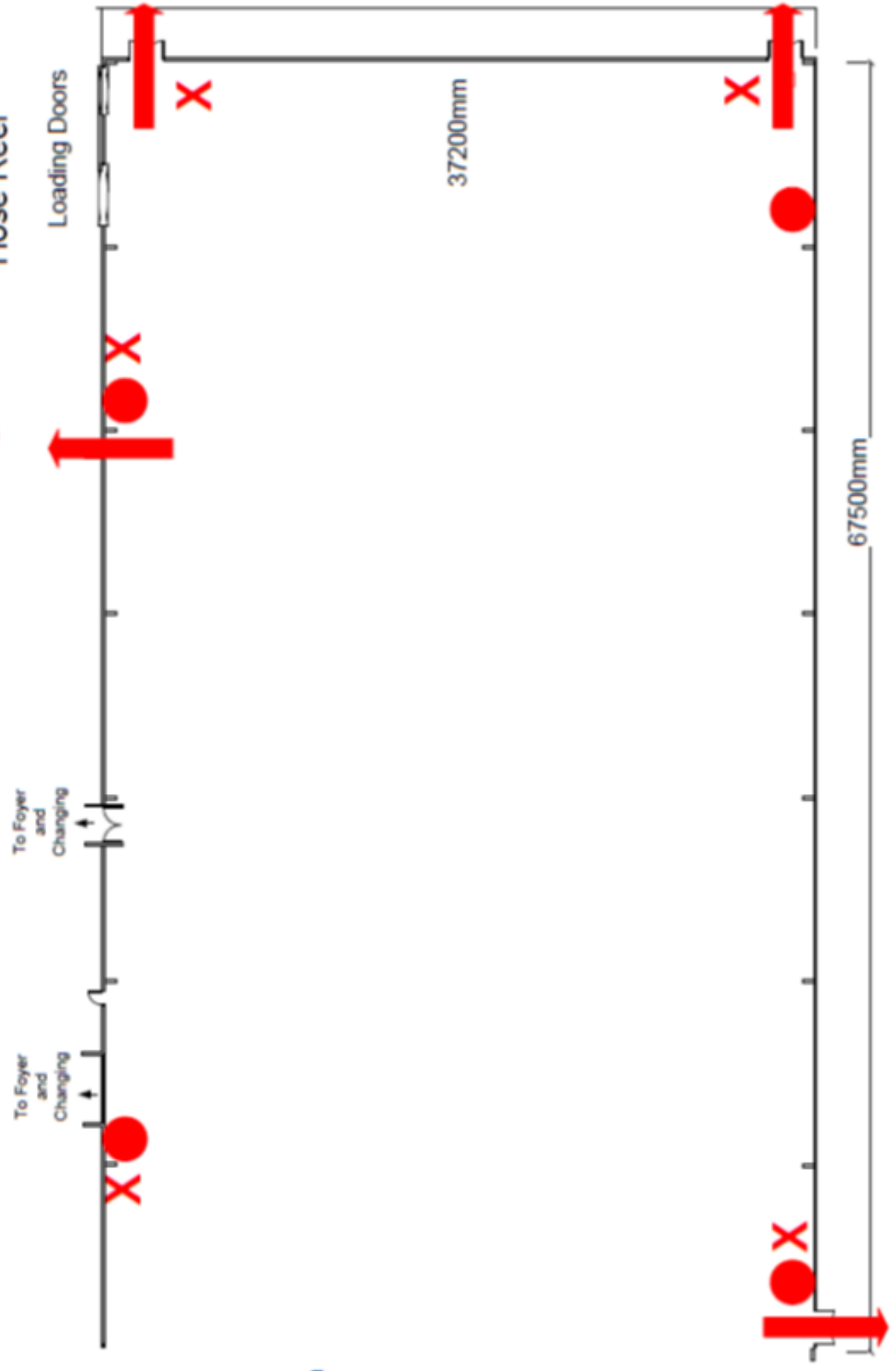
Loading Door

← Evacuation Route

Event: _____ X _____ Call Point

Date: _____ ● _____ Extinguisher / Hose Reel

B & M Ballroom



B & M Main Courts