



Emergency Action + Response Plan

A cycling event is subject to accidents that can be minor (road rash), serious (broken collarbone) or potentially life threatening (vehicular collision).

A qualified and experienced first-aid responder will be on-site during the event and will be responsible to take charge of the situation and administering the proper response as needed. The responder will be equipped with a suitable first-aid kit to treat most common injuries that may occur during a cycling race.

This Emergency Action Plan (EAP) details what is believed to be the most appropriate response to an emergency should it arise during the event.

As part of the sanctioning requirements of hosting an event, the race organizer is responsible for submitting a written Emergency action/response plan to Manitoba Cycling in advance to the race and for ensuring their event volunteers understand the protocols identified.

CONTACT INFORMATION

EVENT NAME: _____

VENUE LOCATION: _____

EVENT DATE: _____

RACE ORGANIZER:

NAME	CELL PHONE	EMAIL

RACE OFFICIAL (Commissaire):

NAME	CELL PHONE	EMAIL

Reminder: Race Organizer and Official are responsible for reviewing the course layout in advance to identify potential hazards and mitigate any risk.

MEDIC DETAILS:

NAME	CELL PHONE	RADIO #

Reminder: Race organizer provides course map to medical personnel.

ARE THERE ANY AREAS OF THE RACECOURSE OR VENUE UNREACHABLE BY CAR?

Yes _____

No _____

IF YES, HOW WILL YOU ACCESS SOMEONE IF THERE IS AN EMERGENCY?

AMBULANCE:

NAME	PHONE

IS YOUR RACE VENUE SERVICED BY 911?

Yes _____

No _____

PROVIDE INSTRUCTIONS TO ACCESS VENUE:

HOSPITAL (NEAREST TO RACE VENUE):

NAME	ADDRESS	PHONE

VOLUNTEER LIST:

NAME	CELL PHONE	RADIO #

Reminders:

Ensure radios are charged prior to the event.

Map out where on course/route that marshals will be deployed.

Marshals wear a safety vest and may require a flag or stop sign.

Marshals are assigned a radio or have a charged cell phone.

Radios should also be carried by Race organizer, official (s), and medic at minimum.

If radios are used, volunteers must be trained on how to use radios (turn on, channel, etiquette).

Identify any Risks, Mitigation, and Emergency Action which could occur at your event.

EXAMPLES

Risk	Mitigation	Emergency Action
Athlete crashes during race	<ul style="list-style-type: none"> • Locate traffic marshals at turn-around points on course. • Use patrol vehicles (3) to inspect courses for issues and report on problems. • RCMP is aware of event schedule. • First-aid responder will be located at Finish line, with vehicle/driver available for response to any accidents on the course 	<ul style="list-style-type: none"> • Triage the scene. • Slow racers heading into the scene (Marshal) • Treat injuries as needed. • Call 911 if required
Athlete crashes during the finishing sprint	<ul style="list-style-type: none"> • Ensure that the finished area is free of parked cars. • Have sufficient coast zone past the finish line 	<ul style="list-style-type: none"> • See above
Athlete withdraws from race due to illness	<ul style="list-style-type: none"> • Provide water and shelter for athlete 	<ul style="list-style-type: none"> • Keep athletes under medical supervision. • Treat symptoms • Call 911 if required
Athlete loses consciousness during event	<ul style="list-style-type: none"> • Provide water and shelter for athletes. • Monitor condition of athletes during event 	<ul style="list-style-type: none"> • Call 911 • Treat symptoms

		<ul style="list-style-type: none"> • Keep athlete under medical supervision
Athlete loses consciousness during event	<ul style="list-style-type: none"> • Provide water and shelter for athletes. • Monitor condition of athletes during event 	<ul style="list-style-type: none"> • Call 911 • Treat symptoms • Keep athlete under medical supervision
Telephone access	<ul style="list-style-type: none"> • The first-aid responder, chief commissaire, and the organizer shall have immediate access to a telephone to contact emergency services 	<ul style="list-style-type: none"> • As a back-up to cell phones, <u>where</u> is the nearest landline.
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OTHER NOTES:

AGREEMENT

I, the event organizer, certify that all measures have been taken to:

- *Satisfy the terms of sanction.*
- *Offer an event in which risk to participants has been minimized to a reasonable extent.*

I understand that failure to observe MCA Standards may result in revocation of the right to host future sanctioned events in Manitoba. I recognize the right of the Manitoba Cycling Association to cancel the event if either MCA standards or CCA regulations have not been met.

Host Club Representative (name): _____

Signature: _____

Date: _____

***EMAIL COMPLETED FORM TO MCA OFFICE AT LEAST 2 WEEKS PRIOR EVENT
Cycling@sportmanitoba.ca***