

## Person in Distress

## Catastrophic Event

### Steps to follow:

1. Course Marshall to respond to the emergency;
2. **Course Marshall to call 911;**
3. Course Marshall to blow distress whistle and set headlight to strobe;
4. Zone Captain to respond and inform Command Base of the incident;
5. Command Base to send EMT at the scene;
6. Zone Captain to continue directing traffic away from the incident, crowd control, and create space for EMT to arrive;
7. EMT to secure the location and provide medical treatment as necessary;
8. **EMT to transfer patient to Ambulance to be sent to the Hospital;**
9. **EMT to provide Zone Captain with Emergency Contact information for Command Base to contact them;**
10. FTNR representative to make a statement for the press and Social Media when needed;
11. Debriefing with all parties involved – Incident Report to complete.



Do you have your vest, glow stick and headlamp? Do you have food/drink, a chair, warm clothing?

Washrooms at Fort Wellington Visitors Centre,  
Walker House & the Marina

Julie: 613-803-8989    Michel: 613-340-7364

## Responsibilities of the Course Marshalls

1. Move cones into the streets (width of parked car)
2. On County Rd 2, cones moved to median
3. Identify and encourage vehicles to be moved outside of designated space for corridor
4. Clear corridor of any debris, use garbage bag
5. Position yourself so that you can see the runners approaching as well as the traffic in all directions
6. Clearly direct runners, point, talk, & cheer!
7. If cars approach as runners are about to pass, ask/signal cars to wait a moment. Ask them to drive slowly and yield to runners if they are turning into a driveway. Ask that they use alternate streets. Be polite. Apologize for the inconvenience.
8. Encourage runners to stay in corridor
9. When end vehicle signals last runner has passed, move cones back to curb, place No Parking signs in garbage
10. Help Green Team with clean-up of your area
11. Remember to take all of your belongings
12. Return to Fort Wellington grounds
13. Please return to Volunteer Tent to return vest and headlamp and sign out
14. If you were able to take pictures, please email them to [forttownnightrun@gmail.com](mailto:forttownnightrun@gmail.com)