**Risk Management Safety & Emergency Procedure Checklist**

In the event of a crisis the following things may need to be considered. Be sure to use this checklist in the event of an emergency

* Is everyone safe?
* Are we safe to stay in the present location?
* Has EMS (911) been called?
* Have the injured or ill been separated from the uninjured or well – and are both groups being provided adult supervision?
* Are all members of your party accounted for?
* Is someone missing?
* Have the Police (or security) been contacted?
* Has the injured, ill or missing person’s (people’s) parents or guardians been contacted?
* Do you have permission to transport and a health form for the injured or ill person?
* Has my local 4-H Educator been contacted?
* Is the media likely to become involved? (If so please tell your local educator, as they will need to know!)
* Has the manager/property owner been contacted?
* Will we have to stay overnight in our location?
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_