



AMERICAN  
KENNEL CLUB<sup>SM</sup>

# MEMORANDUM

March 4, 1998

**TO:** *All AKC<sup>®</sup> Clubs  
All Superintendents*

**SUBJECT:** *Emergency Procedures at Dog Events*

At its November 1997 meeting, the Board of Directors considered the report of the Delegate Dog Show Rules Committee on the subject of Emergency Care at Events. The Board adopted the following policy, which will apply to events held on or after January 1, 1999:

## **EMERGENCY PROCEDURES AT DOG EVENTS**

1. Each club holding a member or licensed event must develop and detail a *Disaster and Emergency Plan* for that event. The Plan form must be completed and filed with AKC and will be considered a part of the event application.
2. Clubs must advise local authorities (police, fire department, medical services, etc.) of their event, including the exact location, ingress, egress and duration, within thirty days prior to the event.
3. All clubs are strongly encouraged to have a qualified emergency medical technician (CPR certified) in attendance at each event.
4. At group and all-breed conformation events, clubs are required to have a qualified emergency medical technician (CPR certified) in attendance from one hour prior to the start of judging until completion of all judging.
5. A Red Cross-approved emergency first aid kit must be available at all events.
6. Emergency care at all events must also comply with local community standards.
7. Personnel will be on duty after show hours at show sites where dogs are left overnight.
8. At least one working cellular telephone is required to be on the show grounds during show hours.

## **The Disaster and Emergency Plan**

The committee feels strongly that the attached Plan contains the necessary information for an event-giving club to react to any emergency or disaster in a timely manner. **An Evacuation Plan, (Diagram), for indoor facilities, should be displayed in all prominent, high traffic areas.** The Board feels that completion of the Plan form will require an event committee to put the necessary forethought into dealing with an emergency or disaster. The Board does not anticipate that AKC will evaluate the accuracy of the Plan, any more than site plans or site contracts are typically evaluated for accuracy before an event. It is felt that event-giving clubs will put the effort into development of the Plan to ensure its adequacy and accuracy.

The event-giving club would also be responsible for providing multiple copies of the Plan at the event. Additionally, in order to make the Plan available to all participants of an event, clubs may print information in the event catalog and judging program.

## **Definition – Event**

For the purposes of this policy, an event is defined as a show given by a club or association that is a member of, or licensed by, the American Kennel Club, at which championship points are awarded; or a trial or test given by a club or association that is a member of, or licensed by, the American Kennel Club, at which qualifying scores towards titles are awarded.

**Effective Date: January 1, 1999**

(EVENT OPERATIONS)



AMERICAN KENNEL CLUB<sup>SM</sup>

# Disaster and Emergency Plan

www.akc.org

Name of Club: \_\_\_\_\_

Exact Location of Event: \_\_\_\_\_  
\_\_\_\_\_

Date of Event: \_\_\_\_\_ Type of Event: \_\_\_\_\_

Adequate provisions for individual emergency situations and for sudden mass disasters for both dogs and people must be a part of planning every American Kennel Club event. **No AKC event will be approved unless such plans are in place. Written Procedures for the following should be available at your event:**

### Emergency Plan for Dogs

**Emergency Plan for People: Evacuation Plan, (Diagram) Posted in High Traffic Areas, For Indoor Facilities**

**Mass Disaster Plan**

**Security Personnel**

#### **SECURITY PERSONNEL:**

List Names, Telephone Numbers (and Addresses where requested) for the following:

**Ambulance Service:** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_  
 On Site       On Call

**Veterinarian:** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_  
 On Site       On Call

**Fire Department:** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

**Police Department:** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

**Hospital:** \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

(EVENT OPERATIONS)

PO Box 37929 Raleigh, NC 27627-7929 Tel (919) 816-3579 Fax (919) 816-4215 [www.akc.org](http://www.akc.org)

**Show Chairman (must be a club member):** \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Evening Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**Emergency Response Coordinator (must be a club member):** \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Evening Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

**Name of Club Officer Submitting Form:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Return Form To:**  
The American Kennel Club  
Event Operations Department  
PO Box 37929  
Raleigh, NC 27627-7929  
Fax (919) 816-4215