***This document is provided as a sample/template that can be used to meet a portion of the Accreditation Requirements. Covered Persons may use their own documentation, use the sample template, or modify the sample template.***

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|  |  |
| Document Type | **Emergency Drills Summary** |
| REg. Reference # | *2161* |
| Racetrack | *Insert Track Name* |
| Version Number | *1.0* |

We have documented emergency protocols and have completed table top exercises, prior to the beginning of each Race Meet for purposes of demonstrating the Racetrack’s proficiency in managing the following emergencies:

|  |  |  |
| --- | --- | --- |
| Type | Emergency Drills Completed On | Evidence of Emergency Drills\* |
| (a) Starting gate malfunction | Mm/dd/yyyy |  |
| (b) Paddock emergencies |  |  |
| (c) Equine injury |  |  |
| (d) Jockey injury |  |  |
| (e) Loose Horse |  |  |
| (f) Fire |  |  |
| (g) Hazardous weather condition |  |  |
|  |  |  |
| (h) Multiple injury scenarios for both Horses and Jockeys |  |  |

\* *This could include: , findings, summary, debrief notes, participant list.* The evidence items should be uploaded to the track folder on the HISA Portal.

Each emergency drill could include the following:

* Emergency drills can range from tabletop exercises to scenarios.
* Supervisory representation from all relevant operations teams (medical personnel, regulatory veterinarians, outriders, facilities/track maintenance, equine and human ambulance drivers, security, stewards, starting gate personnel, etc.)
* A scenario is drafted and distributed to all involved. For example: A frontside start where a horse clips heels and falls at the start, leaving a loose horse, an injured rider, and a gate which cannot be safely moved.
* In a physical drill, best practice is to utilize actual track vehicles (starting gate, ambulances, chase cars), outriders, ponies as stand-ins for racehorses, etc. so traffic flow can be appreciated. Emergency lights, sirens, and radio communications should all simulate actual raceday use.
* Best practice is for drills to be timed and filmed. Timing is a critical component of scenarios such as stewards calling and communicating a no-contest, moving a backup tractor into position if the primary starting gate tractor malfunctions, etc.
* A post-drill debrief is **critical**. The head of each operations team is asked in round table format what, if anything, they think they might have done differently, what other teams might do to differently that would assist them, and whether there are any challenges they face on a regular basis that they think others present at the table should be made aware.

**Summary of Remedial Actions:**

*Tracks should create a list of learnings (identified process changes, training needs, other) from the execution of their emergency drills*

* List of actions from the emergency drill tabletop exercises.

When this (or a like) document has been completed, it should be named *emergencydrillssummary* and be uploaded to the track folder on the HISA portal.