

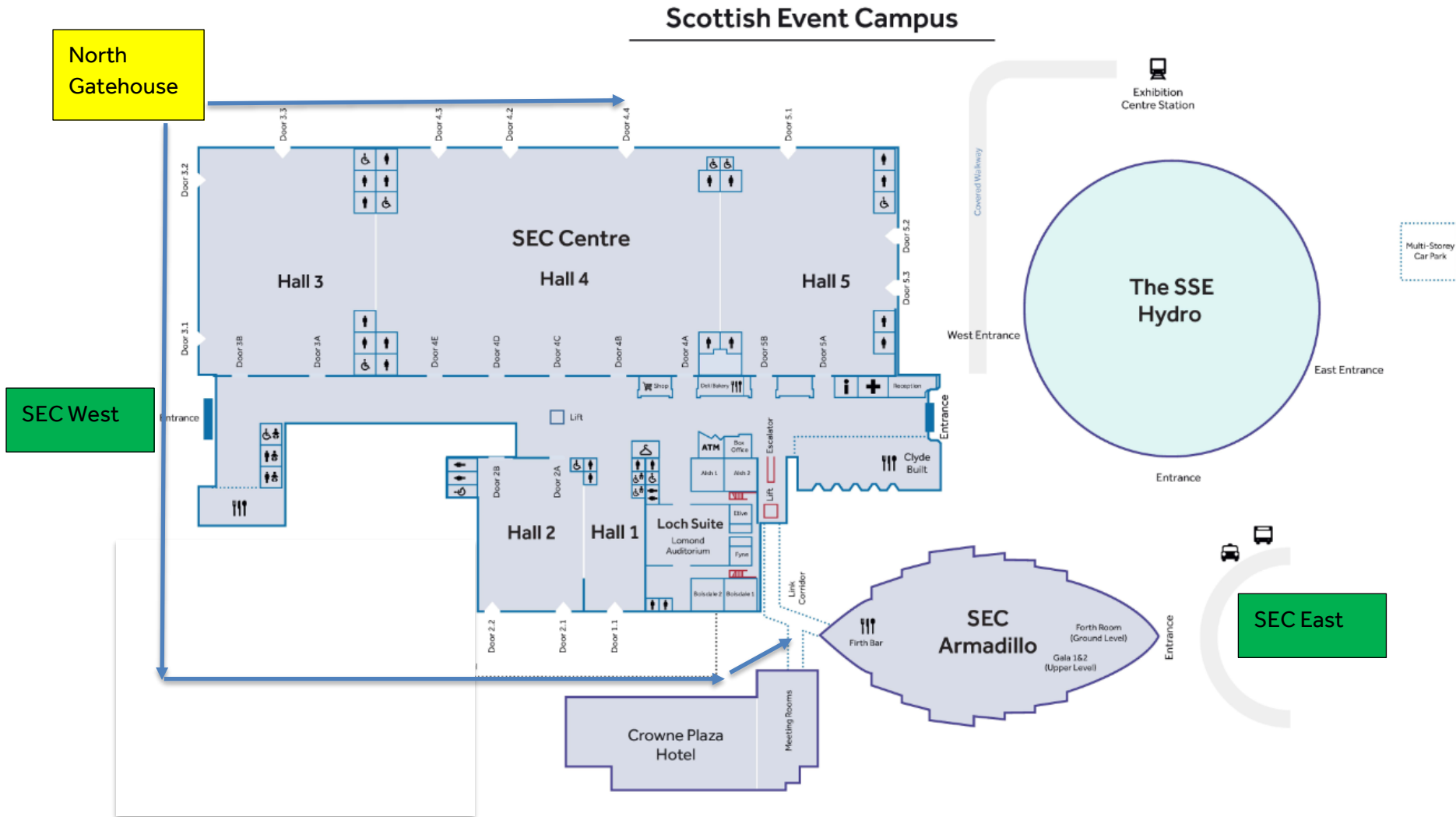
# The SEC Armadillo CDM Information

Appendix 2 to CDM Guide

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## 2.0 SEC Armadillo Site Plan



## 3.0 Campus Traffic Management

- Vehicle access via the North Gatehouse located on Stobcross Road.
- Emergency Vehicle Access to;
  - North Boom.
  - South Boom.
- Campus Speed Limits;
  - Campus ~ 15mph.
  - Stage and back door area ~ 5 mph.
- Vehicle passes, where supplied must be displayed at all times during build up and break down periods.
- All loading and unloading may be carried out in the service yards adjacent to Armadillo.
- FLT Hazard light to be used when operating at all times.
- Seatbelts to be worn at all times.
- Sound horns on entry into or egress from the stage and back door areas.
- High visibility vests must be worn when working adjacent to or near moving vehicles.
- Armadillo Vehicle door heights
  - Acoustic Doors North ~ 4.5 metres
  - Acoustic Doors South ~ 3.4 metres
- It is important that no undue obstruction is caused to fire evacuation routes of the free flow of traffic.
- Vehicles must be removed to your designated car park immediately after loading or unloading.

## 4.0 Important Telephone Contacts

- Control Room ~ Ext 290 (Ext 888 Emergency use only).
- Medical Centre ~ Ext 333.

## 5.0 Site Safety Rules

Contractors shall ensure the following:

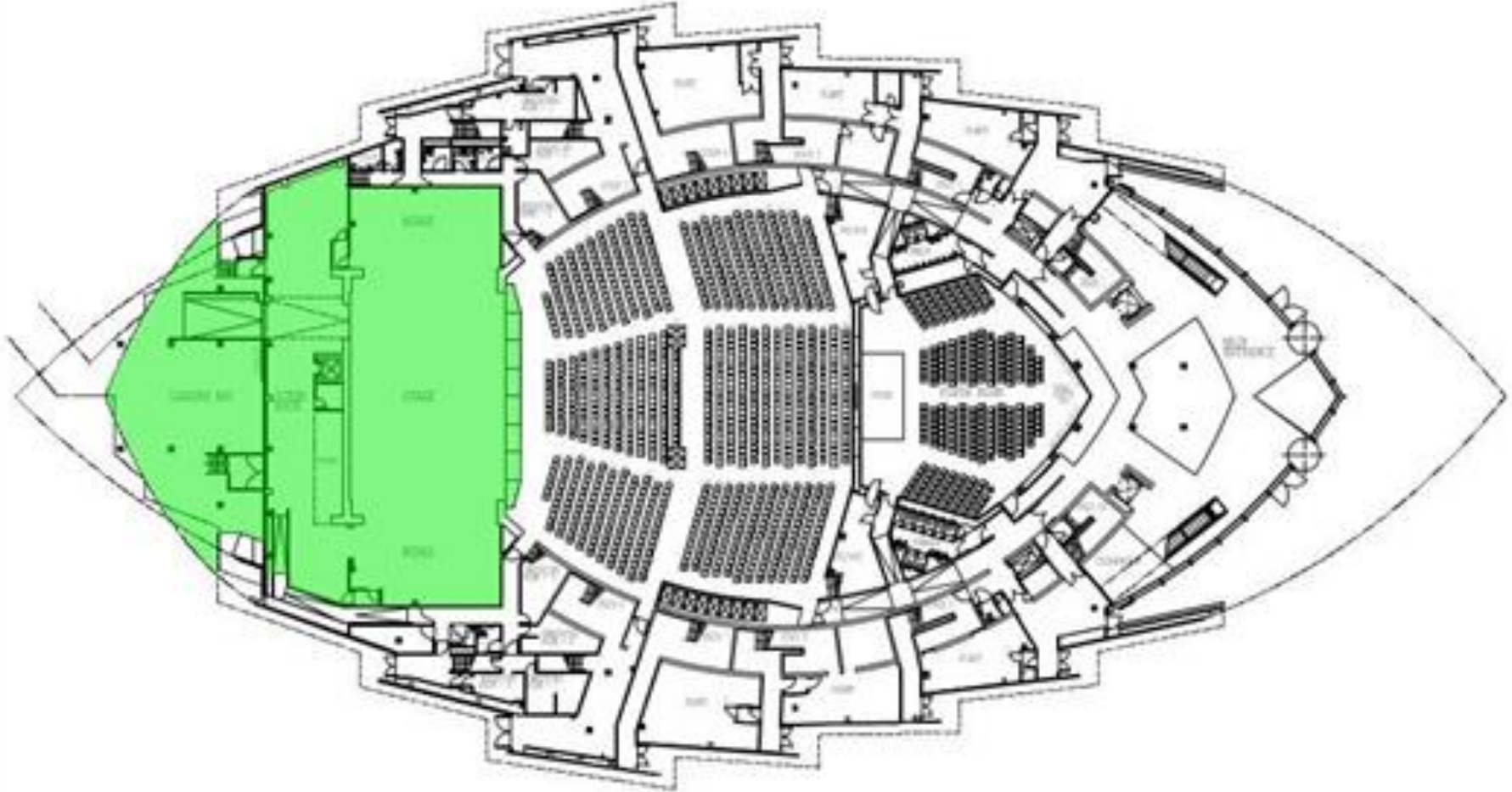
- Access, egress and fire routes must be maintained free at all times.
- Avoid work practices that create slips, trips or falls.
- Entry/ exit to the SEC Armadillo is via designated doors only.
- Cables must not traverse walkways, they must be flown over internal routes. Cable ramps may be used externally with venue agreement.
- Contractor badges to be displayed at all times.
- Consumption of alcohol or non-prescriptive drugs during working hours is strictly prohibited.
- Do not remove or obstruct firefighting equipment.
- Electrical equipment must be serviceable and subject to Portable Appliance Testing.
- Good conduct of the contract staff during the occupancy of the site.
- Hard hats must be worn if work in locations where head injuries may occur or there is overhead working.
- Hot work permit to work system is operated from SEC Control Room.
- Incidents and near misses must be reported to the SEC Medical Centre or Event Manager/ G4S Safety Officer.
- Industrial type ladders only shall be accepted for use on the SEC.
- No swearing or use of offensive or racist language on site.
- Sign in on arrival to the premises and sign out when leaving the premises.

- Smoking within the SEC is prohibited by law. Smoking in enclosed spaces such as toilets is liable to activate the fire alarm system.
- Within SEC the Smoke Free Policy includes a ban on the use of electronic cigarettes (e-cigarettes).
- Smoke in designated areas only.
- Young Persons ~ The SEC policy is that no one under the age of 16 years of age will be allowed into the “construction” area.
- Waste ~ it is the responsibility of each contractor to remove all large items of waste- bricks, wood, display boards, landscaping material from the venue.
- Waste residual materials must not be flushed down sinks, surface water drains or toilets. Surface water drains discharge direct into the River Clyde.
- Welfare Facilities:
  - Contractor’s attire and hands/face are clean if accessing food outlets.
  - Drinking Water ~ designated by Event Organiser.
  - Retail Food outlets ~ designated by Event Organiser.
  - Seated Area ~ designated by Event Organiser.
  - Toilets ~ designated by Event Manager.
- Working area must be left in a tidy manner and good condition.
- Working at height shall require that appropriate PPE and Safe Systems of Work are in place and adhered to; a working at Height permit is required for any contractor access to the Lighting Gantry.
- Work equipment must be fit for purpose and maintained.
- Work carried out should be in compliance with your own Risk Assessments

#### Crew Catering Facility

- Liquefied Petroleum Gas (LPG) Cylinders use is not permitted in the SEC Armadillo.

## 6.0 Construction Area



## 7.0 Medical Incidents

The Medical Centre is located in the SEC Centre East Concourse, adjacent to the Information Desk. If medical assistance is required, the Nurse/ First Aider should be contacted immediately at extension 333 or via any staff member in the vicinity.

## 8.0 Near Miss and Non-Medical Incidents

Any non-medical incidents must be reported, staff are also required to report and record 'close calls' as this is seen as an opportunity to prevent future accidents that have not yet occurred. Recognising and reporting near miss incidents can make a major difference to the safety of staff and visitors.



## 9.0 Emergency Procedures

### 9.1 Fire

The SEC Armadillo has a comprehensive fire detection system which is complemented by sprinkler protection. A safety curtain and associated sprinkler system is located above the front edge of the stage. This area must be kept clear to allow emergency operation of the safety curtain. Alarm points are located at or near fire exits and vehicle doors.

#### Fire System Testing

- Weekly Fire Alarm Testing ~ every Wednesday morning between 0500hrs to 0600hrs.
- Six monthly ~ Full system functioning test, when building is not in use.

If you discover a fire:

- Break the glass on the nearest manual call point.
- Advise other persons in the vicinity of the emergency.
- Telephone the Control Room (extension 888), giving the location of the fire, or inform a member of SEC staff in the SEC Armadillo.
- Do not attempt to extinguish the fire unless it is safe to do so and you are competent to use a fire extinguisher.

The automatic alarm may also be activated if the smoke or heat detectors come into operation. The fire alarm takes the form of a pre-recorded announcement over the Public Address System as follows;

“Attention please, Attention please.

An emergency situation has arisen within the building.

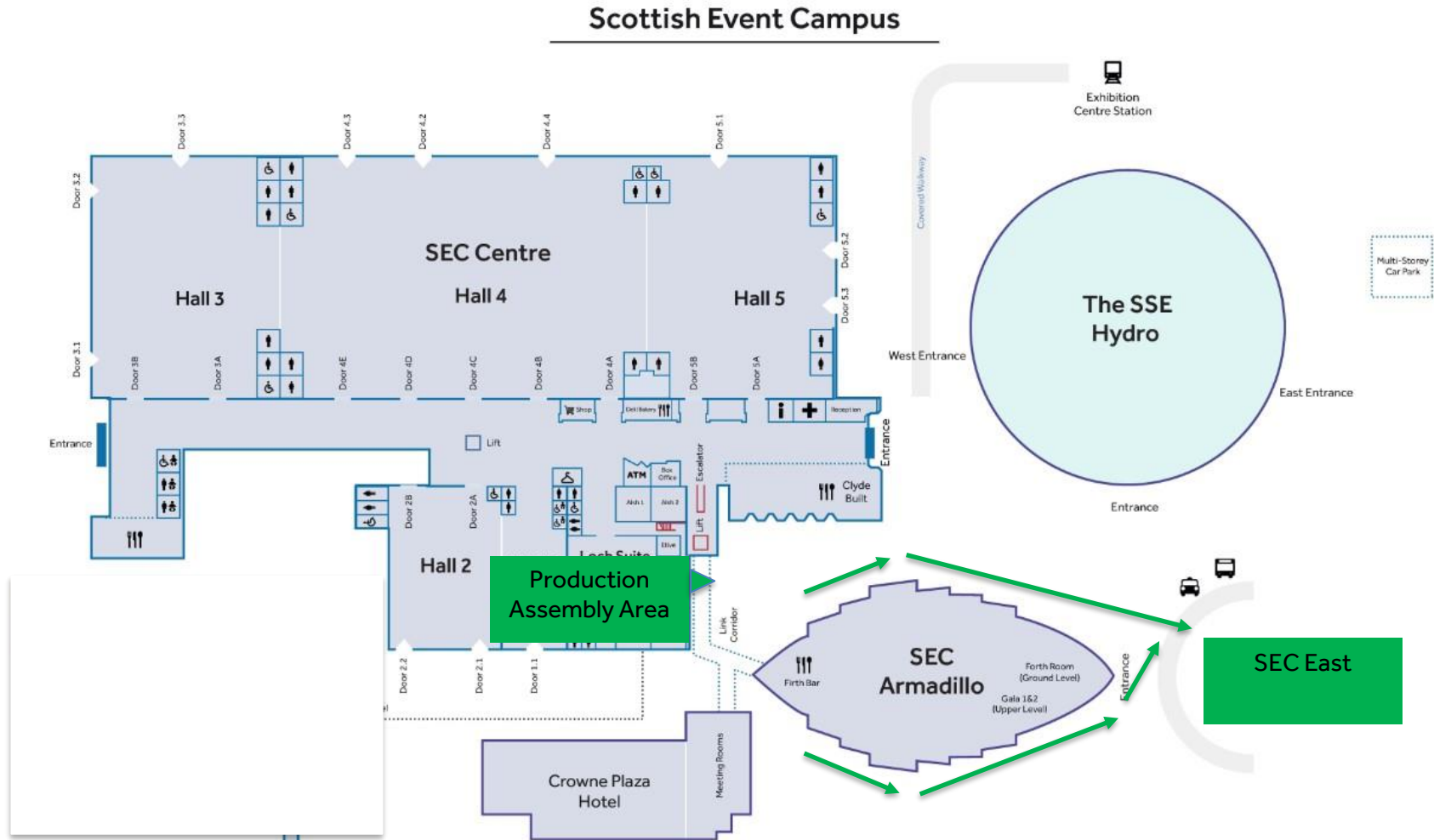
Please remain calm and follow stewards’ instructions; they will direct you to the nearest emergency exit, do not use the lifts”

## Fire Extinguishers

Fire extinguishers are positioned throughout the premises and should not be used except in an emergency to aid escape from the building.

Under No Circumstances are they to be moved or used to block open doors.

## Fire Evacuation Routes



## 10.0 Terrorist Activity

### 10.1 Bomb Threat

The Public Address System may broadcast the message: "ATTENTION PLEASE STAFF CALL 100", to signify that a bomb threat has been received. Persons responsible for their construction area must carry out a thorough search to ascertain whether there are any suspicious packages. Should any suspicious item(s) be found, move away from the location and notify a SEC staff member immediately. Otherwise await further instructions and information.

If the threat appraisal concludes that an element of danger exists an announcement shall be made providing evacuation instructions and assembly point locations, this shall be followed by the pre-recorded announcement over the Public Address System, (Para 9.1 Page 10). This message will continue to be broadcast until the building has been evacuated. All persons must follow the directions from Stewards. When the emergency has passed and normal working conditions can be resumed the following message will be broadcast.

"ATTENTION PLEASE CANCEL STAFF CALL 100"

### 10.2 Weapons Attack – Radio Code Silver

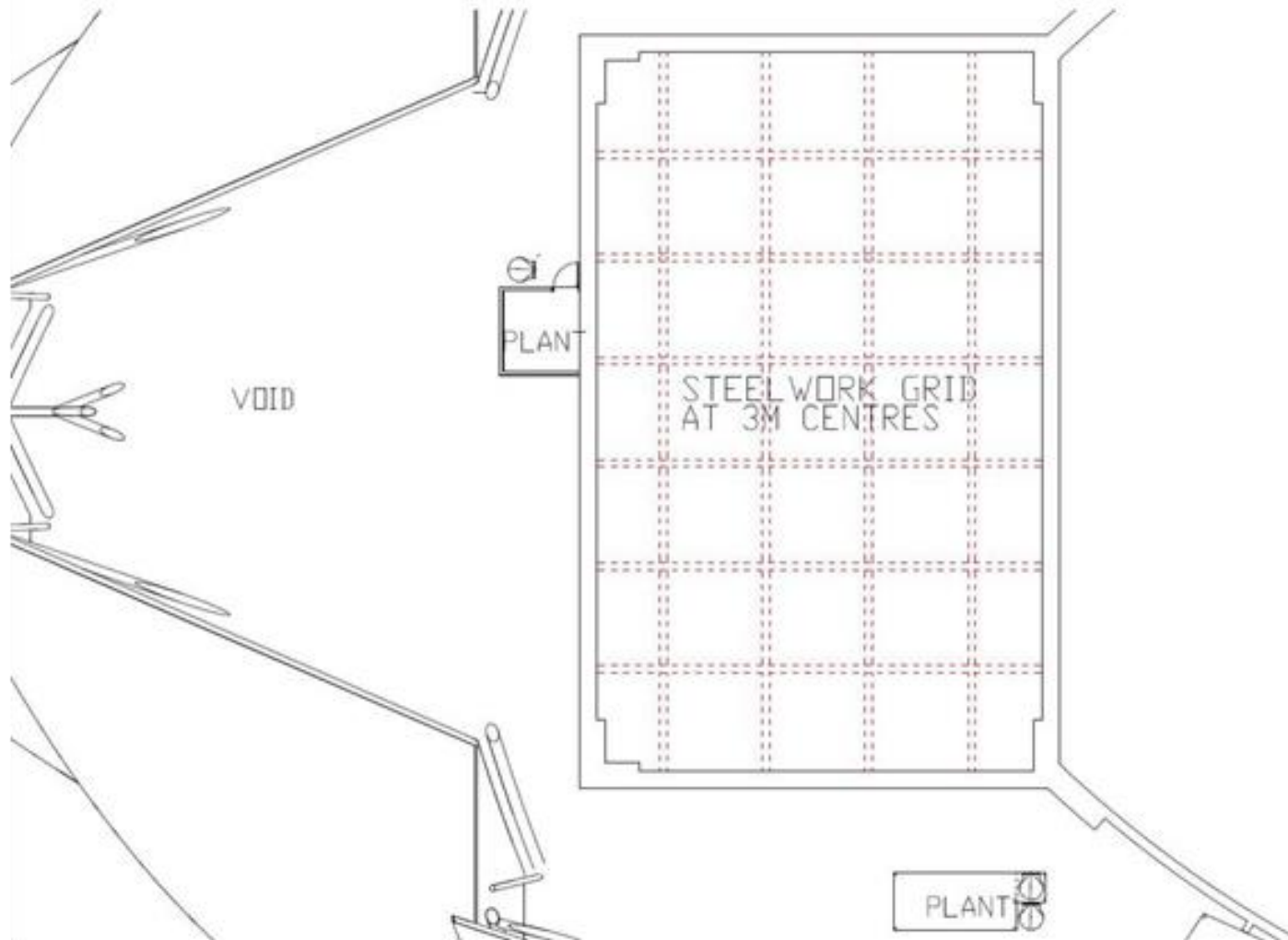
- Personal Actions ~ Stay Safe
  - Under immediate GUN FIRE – take cover initially, but leave the area as soon as possible if safe to do so.
  - Nearby GUN FIRE
- Leave the area immediately, if possible and it is safe to do so.
- Leave your belongings behind.
- Do not congregate at evacuation points.
- IF YOU CAN'T ESCAPE
  - Consider locking yourself in a room or cupboard.

- Barricade the door then stay away from it.
- If possible, choose a room where escape or further movement is possible.
- Silence any sources of noise, such as mobile phones, that may give away your presence.
- Act
  - Secure your immediate environment and other vulnerable areas.
  - Keep people out of public areas, such as corridors and foyers.
  - Move away from the door and remain quiet until told otherwise by appropriate authorities or if you need to move for safety reasons, such as a building fire.

## 11.0 SEC Armadillo – Technical Information



Grid Photograph



## 12.0 SEC Armadillo – Technical Layout Sheet

|                        |  |
|------------------------|--|
| Arena Floor Dimensions | Clyde Stage useable area – Approximately 60ft x 40ft (18.28m x 12.19m – Approx. 223m <sup>2</sup> )  |
| Beam Spreads           | Main Beams at 9ft 10 in (3m) centres   |
| Cherry picker          | Venue can provide cherry picker and operator for hire  |
| Electrics              | <p>Event Package</p> <p>1 x house electrician on standby from load in to load out complete.</p> <p>Any requirements that exceed the standard package will be charged accordingly</p> <p>Buses</p> <p>2 x 16 amp single phase available if the buses are parked in the bays to the south of the Armadillo</p> <p>2 x 32 amp three phase are only available if the buses are parked in spare halls</p> <p>Dining area 1 x 32 amp three phase</p> <p>Lighting up to 400 amp three phase</p> <p>Rigging up to 63 amp three phase</p> <p>Sound up to 300 amp three phase</p> <p>Spot tower up to 2 x 32 amp single phase</p> <p>Video up to 125 amp three phase</p> |
| Head Rigger Contact:   | All rigging plots must be submitted to SEC management for approval Paul Duffy ~ Technical Services Consultant email paul.duffy@sec.co.uk   |
| IT Information         | <p>Network Information ~ HP LAN Speed ~ 10Gb core, 1Gb to outlets.</p> <p>Bandwidth ~ 1Gbit/sec primary connection with a 10Mbit/sec backup (shared by everyone).</p> <p>Outlet Availability ~ Plenty of CAT6 Outlets in all areas.</p> <p>Wi-Fi criteria ~ Xirrus High Density Wi-Fi.</p> <p>VPN's ~ Support most VPN Software (subject to actual approval request).</p>  |



|                         |   |
|-------------------------|---|
| Mixer                   | The mixer area is located on the 1st floor balcony, 14ft x 14ft (4.3m x 4.3m)<br>The cable route to the mixer is approx 164ft (50m) long  |
| Overall Roof Capacity   | SEC Armadillo forestage grid – total max load 8 tonnes Uniformly Distributed Load (UDL)<br>SEC Armadillo Stage area grid – total max load 24 tonnes UDL   |
| Rigging Labour Provider | 'Highly strung rigging' are preferred rigging provider for production rigging points<br>Touring productions contract local rigging services directly  |
| Contact                 | Joe McCabe email <a href="mailto:joe@highlystrungrigging.com">joe@highlystrungrigging.com</a> (Mobile: 07899 802936)  |
| Roof Steel Height       | SEC Armadillo forestage grid - approximately. 45ft (13.62m) to underside of rigging grid<br>SEC Armadillo Stage area grid - approximately 69ft (21m) to underside of rigging grid   |
| Spot range              | 2 x Robert Juliat super Korrigan follow spots are available to hire, contact Technical Manager for daily rates<br>Level 4 Follow spot location is 150ft (45.72m)  |
| Stage                   | Stage Area - 60ft x 40ft (18.28m x 12.19m)<br>Stage Left wing – 36ft x 21ft 4 in x 25ft 5in h (11m x 6.5m at 7.75m h)<br>Stage right wing – 39ft 4in x 19ft x 25ft 5in h (12m x 5.8m SR at 7.75m h)<br>Touring stages will require a 'section 89' application via Glasgow City local enforcement authority. This application requires detailed stage drawings and calculations to be submitted to the Building Control and there are monetary charges for this application. Please notify SECC immediately if tour staging will be supplied |
| Storage                 | There is limited storage in the Vehicle Entry, so all other kit back onto trucks  |
| Trim Height             | Approximately 32ft 9in (10m)  |