



Event management

- What is an event
- How to manage



Event management

- More than 1000 matches per year
- EHF brand – competitions on high level
- EHF brand – top quality organisation
- Harmonisation guidelines
- Uniform appearance – create a PRODUCT
- Event management tool kit



Event management - mission

- DEL / REF represent the blue and yellow brand
- Supervision of the whole framework
- Mediator in conflicts
- Show courage and authority
- EHF delegate is an event manager



Delegate as event manager

- Duty in the past: simply observing referees
- Duty to day: run the event
- EHF selection process
- Qualities / skills
- **COMMUNICATION**



Obligations towards EHF

- Optimize condition for everybody
- Carry out matches in a proper way
- Organise communication between all parties involved



The event

- Safety and security aspects
- Inspection hall and hotel
- Media contact – TV, press
- Technical meeting
- Security meeting
- Match preparation / match / event report



Run down at the venue

- Introductory meeting organiser
- Set-up timeline for the whole event
- Organise and run inspections
- Prepare meetings TM and SM
- Meet EHF marketing supervisor
- Briefing floor manager
- Briefing time keeper / score keeper /announcer
- Check emergency exits (take measurements)
- Meet security staff
- Take care about anthems: NT yes, EC no

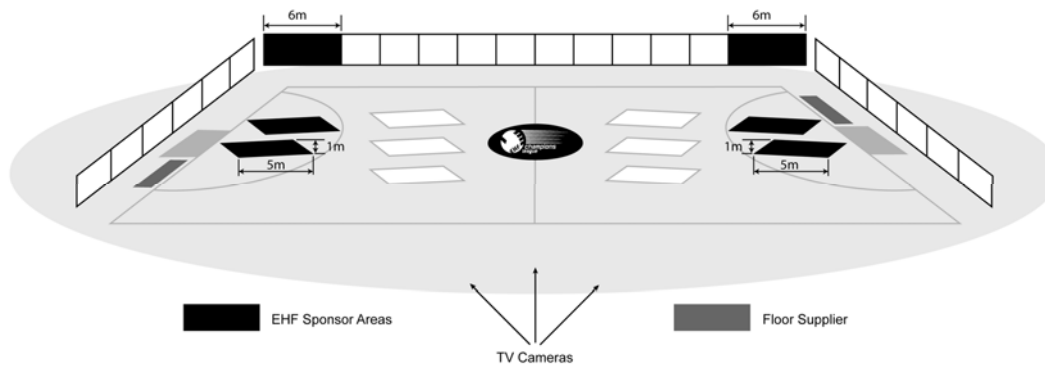


TV and advertising

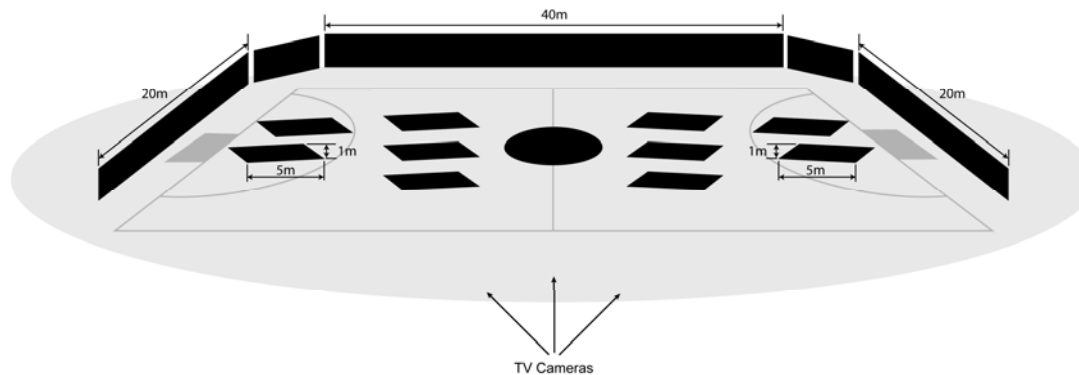
- Briefing broadcaster
- Check EHF advertising
- Advertising visibility, exclusivity
- Number / places floor advertising
- Hospitality activities

Event Management

EHF ADVERTISING



MCL
groups



MCL
From 1/8 F



Safety and Security

- Violence is a society problem
- Sports have to deal with it



Violence

- Behaviour of players and team officials
- Fair play announcement
- FP starts on court – calm down benches
- Educational process - permanently



Security delegate

- Every delegate is responsible
- Risk classification
- Special cases – more attention
- Study regulations
- Responsibility organiser



Responsibilities / local organiser

- National legislation
- Own merits, but compliance with EHF and IHF R&R
- Take care about security measures
- Claims – info to EHF / report



Responsibilities EHF DEL

- Never run away
- Analyse situation
- Order measures (local circumstances)
- Play active role
- Take care good conditions for all teams



Safety and Security plan

- Protection of all involved parties
- Audience
- Separation fan groups
- What to do in emergency cases
- Stairs, exits, escape routes
- Acting police and stewards



Evacuation plan

- Basic hall information
- Hall plan – routing – singses
- Entrances
- Hall capacity / limitation spectators
- Exchange information police, fire department
- First aid, transport hospital
- Person in charge



Safety and Security

- Smoking ban
- Coins etc on court
- Bengal fire, lighters