

駅伝 YR 1  
UK EKIDEN

# UK Ekiden

Monday 24<sup>th</sup> June

Runner Information

[www.ukekiden.com](http://www.ukekiden.com)  
[info@ukekiden.com](mailto:info@ukekiden.com)



# About the first year

We are launching the UK Ekiden in 2024, inspired by the world-famous Hakone Ekiden in Japan which celebrated its 100th event in January 2024.

The race will start in Oxford and finish in Windsor, a beautiful 74-mile route along the Thames Path on Monday, 24th June 2024.

This is the first year we are running the race and hope it will be the first of many.



# About the Thames Path

The Thames Path is a long-distance walking trail, following England's best-known river for 185.2 miles (298 km) as it meanders from its source in the Cotswolds through several rural counties and on into the heart of London.

On its way the Trail passes peaceful water meadows rich in wildlife, historic towns and cities and many lovely villages, finishing in Woolwich just a few miles from the sea.

The Emperor of Japan wrote a book called *The Thames and I*, whilst he was studying in Oxford in the 90's.

Visit [Walk the Thames](#) and the [National Trails](#) website for more information on the whole path.



# Tasuki Sash Handover Points

**Start:** Voco Spires Hotel

**Stop 1:** Abingdon

**Stop 2:** Little Wittenham

**Stop 3:** Wallingford

**Stop 4:** Goring

**Stop 5:** Purley on Thames

**Stop 6:** Sonning

**Stop 7:** Henley-on-Thames

**Stop 8:** Marlow

**Stop 9:** Maidenhead

**Finish:** Windsor



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# Event Snapshot

- Launching the UK Ekiden, inspired by the world famous Hakone Ekiden, which celebrated its 100th event in January 2024
- This is a long-distance running relay along the Thames Path
- Departing from Oxford (Oxford Spire Hotel) and finishing in Windsor (Brocas Park)
- 21 teams of 10 passing the traditional Tasuki sash along the route
- Team categories: Racers (5 women/men) / Runners (any mix)
- Controlled handover points
- Feed stations at each handover point
- Coach transfers available from Oxford and Reading to separate start locations
- The event will be signed for runners to follow throughout



# Team Categories Racers and Runners



To be authentic to the Ekiden spirit, FT Nikkei UK Ekiden is more akin to a race than a fun run. However, we do understand that there will be a mix of abilities. To accommodate this we will have 2 categories of teams.

There will be prizes for the winners of each category, and also small prizes for the fastest runner of each leg.

## **Racers**

5 women, 5 men

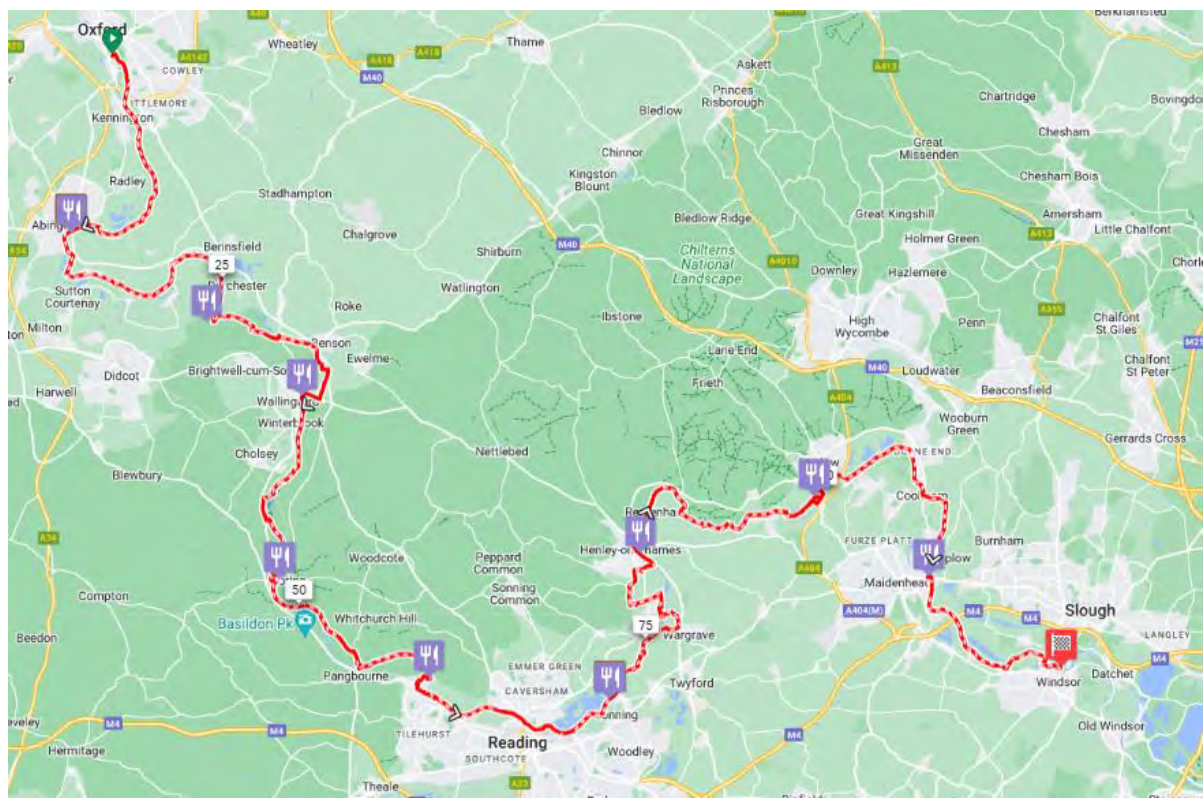
Any University entry has to be in this racing category

## **Runners**

Any mix of runners

# Route Overview

The inaugural FT Nikkei UK Ekiden begins in Oxford, following a route to Windsor along the Thames Path. See course map below (subject to minor adjustments).



0800 dept - Estimated Arrival Time

Leg	Start Point	Finish Point	Distance (km)	Elevation (m)	4 km avg	4.30km avg	5km avg	5.30km avg
Leg 1	Oxford	Abingdon	13.2	37	08.52	08.59	09.06	09.12
Leg 2	Abingdon	Little Wittenham	14	86	09.48	10.02	10.16	10.29
Leg 3	Little Wittenham	Wallingford	9.5	32	10.26	10.45	11.03	11.21
Leg 4	Wallingford	Goring	11.1	46	11.11	11.35	11.59	12.22
Leg 5	Goring	Purley on Thames	11.1	63	11.55	12.25	12.54	13.23
Leg 6	Purley on Thames	Sonning	12.2	65	12.44	13.19	13.55	14.31
Leg 7	Sonning	Henley-on-Thames	13.8	94	13.19	14.22	15.04	15.45
Leg 8	Henley-on-Thames	Bisham Abbey	14.3	62	14.36	15.26	16.16	17.05
Leg 9	Bisham Abbey	Maidenhead	13.9	43	15.32	16.28	17.25	18.22
Leg 10	Maidenhead	Eton	10.3	29	16.13	17.15	18.17	19.18
<b>Total</b>			<b>123.4</b>	<b>557</b>	<b>8h13m</b>	<b>9h15m</b>	<b>10h17m</b>	<b>11h18m</b>

# Event Timeline

Time	Sunday 23 <sup>rd</sup> June
1800 – 2000	Registration for all runners in voco Oxford Spires Hotel
Time	Monday 24 <sup>th</sup> June
0630	Runners taking part in legs 1, 2, 3 & 4 arrive at voco Oxford Spires Hotel to register on the event (who haven't done so the night before)
0700	Coach 1 departs for runners on legs 2, 3 & 4 from voco Oxford Spires hotel to the relevant drop off locations.
0800	Runners (x21) on leg 1 set off from Oxford Spires Hotel
0900	Runners taking part in legs 5, 6 & 7 arrive in Reading to register on the event (who haven't done so the night before)
0930	Coach 2 departs Reading and starts drop off for legs 5 ,6 & 7
1100	Runners taking part in legs 8, 9 & 10 arrive in Reading to register on the event (who haven't done so the night before)
1130	Coach 3 departs and starts to drop off runners on legs 8, 9 & 10.
1613	Estimated time for the first finisher at Brocas Park (4km avg)
1930	Estimated time for the last finisher at Brocas Park (6km avg)

# Coach Transport Overview

There will be three different coach transport options depending on which leg of the UK Ekiden you are taking part in:

- Oxford coach departure at 0700 - runners on legs 2, 3 & 4
- Reading coach departure at 0930 – runners on legs 5, 6 & 7
- Reading coach departure at 1130 – runners on legs 8, 9 & 10

The coach will not leave the stop until it has collected each runner once they have completed their leg. If you no longer require the coach transfer you must let our staff know if you are leaving the event.

During the website registration process (see later in deck) please select the correct leg and advise us if you require the coach transfer.

	Team	Runner	Start Point	Finish Point	Distance	Coach Transfer 1 Oxford		Coach Transfer 2 Reading		Coach Transfer 3 Reading	
						Drop off at Start	Pick Up from Finish	Drop off at Start	Pick Up from Finish	Drop off at Start	Pick Up from Finish
Leg 1	Financial Times	Runner 1	Oxford	Abingdon	13.2	N/A	Y				
Leg 2	Financial Times	Runner 2	Abingdon	Little Wittenham	14	Y	Y				
Leg 3	Financial Times	Runner 3	Little Wittenham	Wallingford	9.5	Y	Y				
Leg 4	Financial Times	Runner 4	Wallingford	Goring	11.1	Y	Y				
Leg 5	Financial Times	Runner 5	Goring	Purley on Thames	11.1			Y	Y		
Leg 6	Financial Times	Runner 6	Purley on Thames	Sonning	12.2			Y	Y		
Leg 7	Financial Times	Runner 7	Sonning	Henley-on-Thames	13.8			Y	Y		
Leg 8	Financial Times	Runner 8	Henley-on-Thames	Bisham Abbey	14.3					Y	Y
Leg 9	Financial Times	Runner 9	Bisham Abbey	Maidenhead	13.9					Y	Y
Leg 10	Financial Times	Runner 10	Maidenhead	Eton	10.3					Y	N/A

# Coach Transfer 1

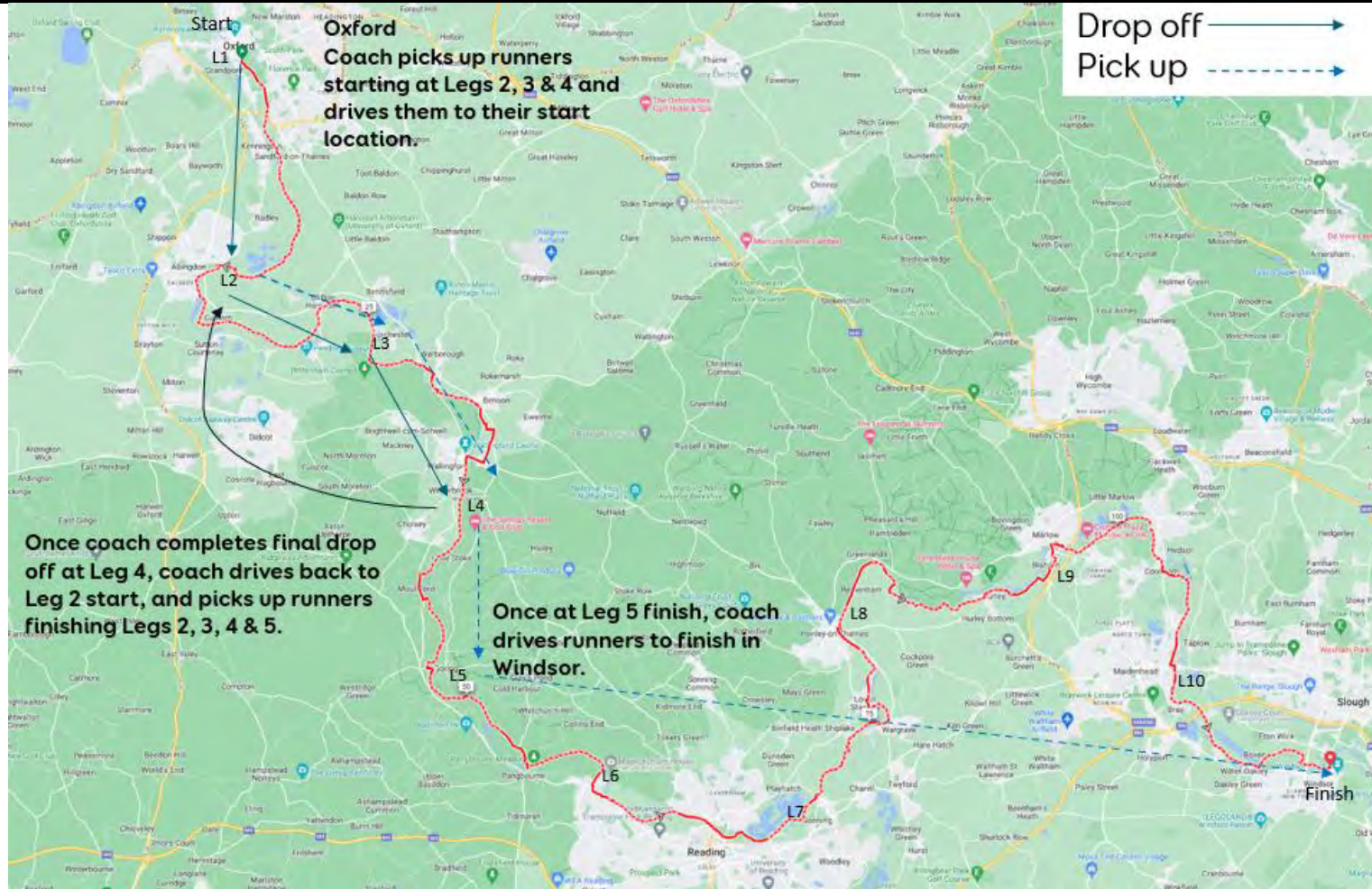
**Pick-up Location:** Voco Oxford Spires Hotel  
**Address:** Abingdon Rd, Oxford OX1 4PS  
**what3words** [///swept.nerve.gross](https://www.what3words.com/swept.nerve.gross)  
**Nearest train station:** Oxford train station. 7 minute taxi journey from Oxford train station to the hotel. 25 minute walk from the start hotel.  
**Coach departure time:** 0700 promptly.

Coach Transfer 1 - Drop off/pick up

	Start	Leg 1	Leg 2	Leg 3	Leg 4
	Oxford	Oxford to Abingdon	Abingdon to Little Wittenham	Little Wittenham to Wallingford	Wallingford to Goring
Runner 1	Departs from the Oxford voco Hotel.	Finishes in Abingdon and collected by coach. Driven to the end of leg 2, 3 & 4 to collect other runners then transferred to the Windsor finish. Coach will go onto collect runner 2, 3			
Runner 2	Picked up from Oxford voco Hotel transferred to Abingdon for leg 2		Finishes in Little Wittenham and collected by coach. Driven to the end of leg 3 & 4, then transferred to the Windsor finish. Coach will have runner 1 onboard, and will go onto collect runner 3 &		
Runner 3	Picked up from Oxford voco Hotel and travels to Abingdon and onto Little Wittenham to be dropped off for leg 3.			Finishes in Wallingford and collected by coach. Driven to the end of leg 4, then transferred to the Windsor finish. Coach will have runner 1 & 2	
Runner 4	Picked up from Oxford voco Hotel and travels to Abingdon, Little Wittenham, and finally dropped off at Wallingford for leg 4.				Finishes at Goring and collect by coach. Driven to the Windsor finish with runners 1, 2 & 3. Coach will have runner 1, 2 & 3 onboard.

# Coach Transfer 1 via Oxford

Runners 1, 2, 3, & 4



# Coach Transfer 2

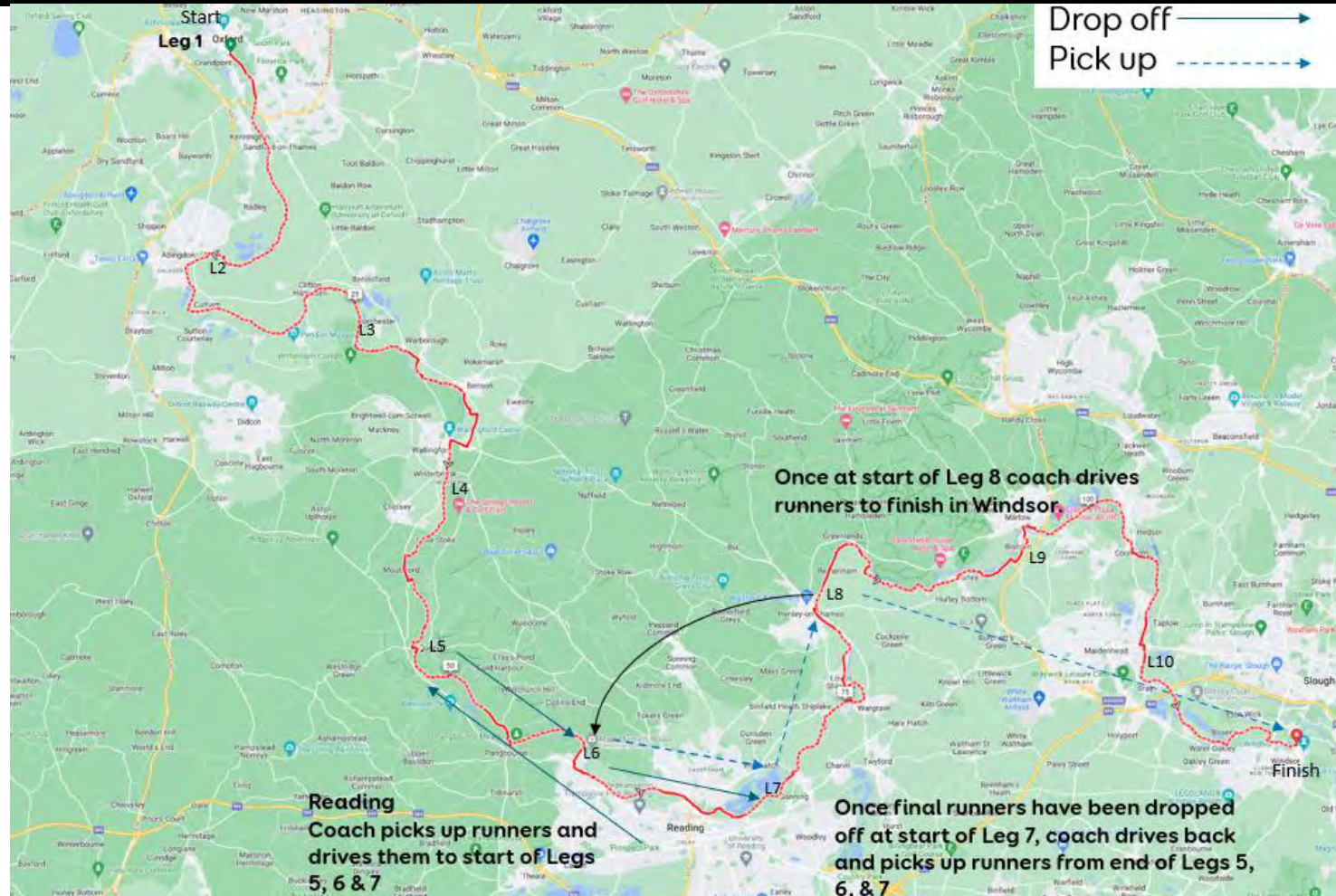
**Pick-up Location:** Fairview Community Centre  
**Address:** 90b Great Knollys St, Reading RG1 7HL  
**what3words** [///vent.sketch.saints](https://www.what3words.com/vent.sketch.saints)  
**Nearest train station:** Reading Train station. 12 minute walk away  
**Coach departure time:** 0930 promptly

Coach Transfer 2 - Drop off/pick up

	Start	Leg 5	Leg 6	Leg 7
	Pick up Reading	Goring to Purley-on-Thames	Purley-on-Thames to Sonning	Sonning to Henley-on-Thames
Runner 5	Runner picked up from Reading Fairview Community Centre and driven to Goring Village hall to start running leg 5	Finishes at Purley-on-Thames and get collected by coach. Drive to the end of leg 6 & 7 to collect other runners then transfer to the Windsor finish.		
Runner 6	Runner picked up from Reading Fairview Community Centre and transferred to Purley-on-Thames, via Goring, to start leg 6.		Finishes in Sonning and collected by coach. Driven to the end of leg 7, then transferred to the Windsor finish. Coach will have runner 5 onboard and will go onto collect runner 7.	
Runner 7	Runner picked up from Reading Fairview Community Centre and transferred to Sonning, via Goring and Purley-on-Thames, to start leg 7			Finishes in Henley-on-Thames and collected by coach. Driven to the Windsor finish with runners 5 & 6 onboard.

# Coach Transfer 2 via Reading

Runners 5, 6 & 7



# Coach Transfer 3

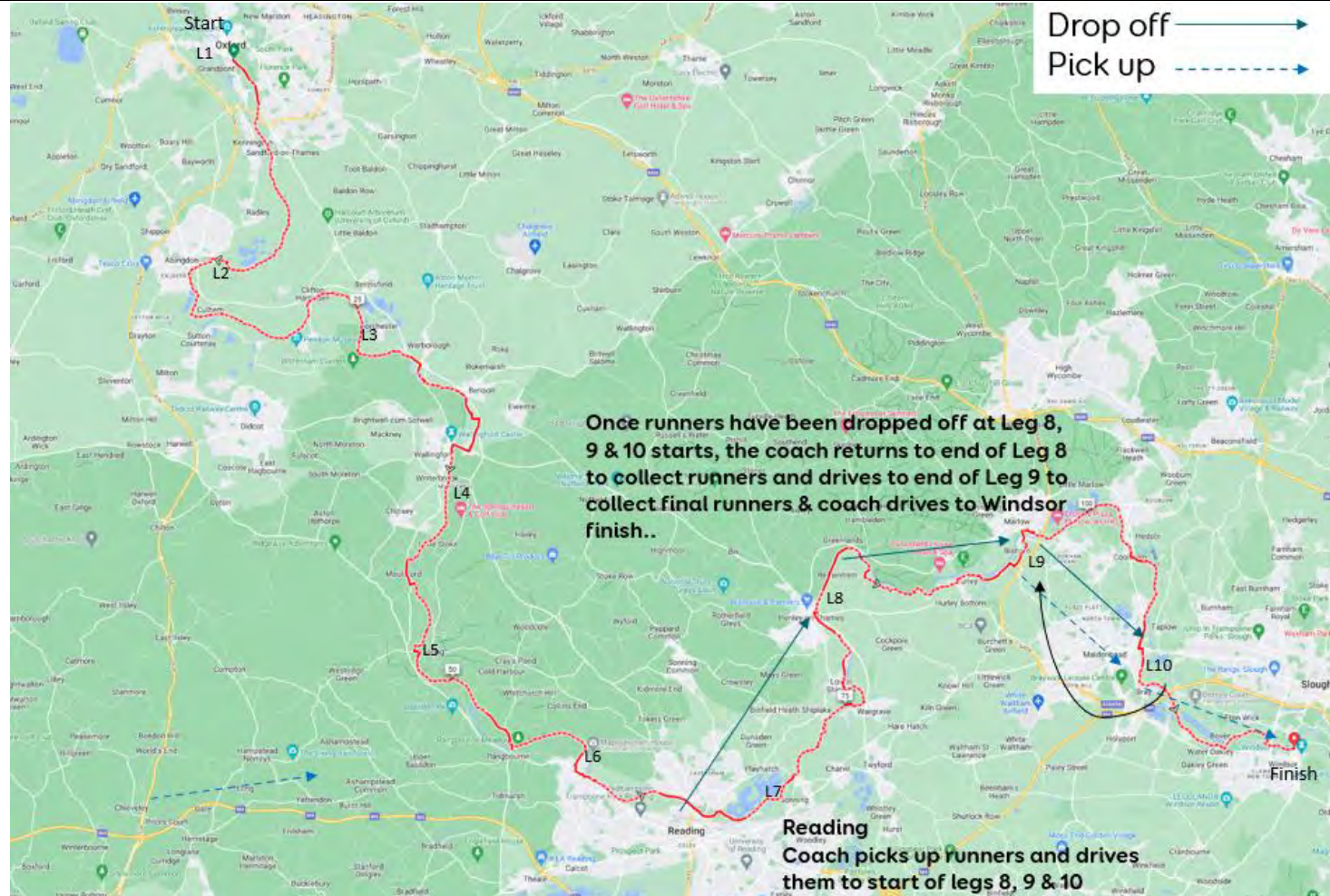
**Pick-up Location:** Fairview Community Centre  
**Address:** 90b Great Knollys St, Reading RG1 7HL  
**what3words** [///vent.sketch.saints](https://www.what3words.com/vent.sketch.saints)  
**Nearest train station:** Reading Train station. 12 minute walk away  
**Coach departure time:** 1100 promptly

Coach Transfer 3 - Drop off/pick up

	Start	Leg 8	Leg 9	Leg 10
	Pick up Reading	Henley-on-Thames to Bisham Abbey	Bisham Abbey to Maidenhead	Maidenhead to Eton
Runner 8	Runner picked up from Reading Fairview Community Centre and driven to Henley-on-Thames bandstand to start running leg 8	Finishes at Henley-on-Thames and gets collected by the coach. Driven to the end of leg 9 to collect other runners then transferred to the Windsor finish.		
Runner 9	Runner picked up from Reading Fairview Community Centre and transferred to Bisham Abbey, via Henley-on-Thames, to start leg 9.		Finishes in Bisham Abbey and collected by coach. Driven to the Windsor finish. Coach will have runner 8 onboard.	
Runner 10	Runner picked up from Reading Fairview Community Centre and transferred to Maidenhead, via Henley-on-Thames and Bisham Abbey, to start leg 10.			Finishes the final leg of the run at Brocas Park in Windsor.

# Coach Transfer 3 via Reading

Runners 8,9 & 10



# Luggage

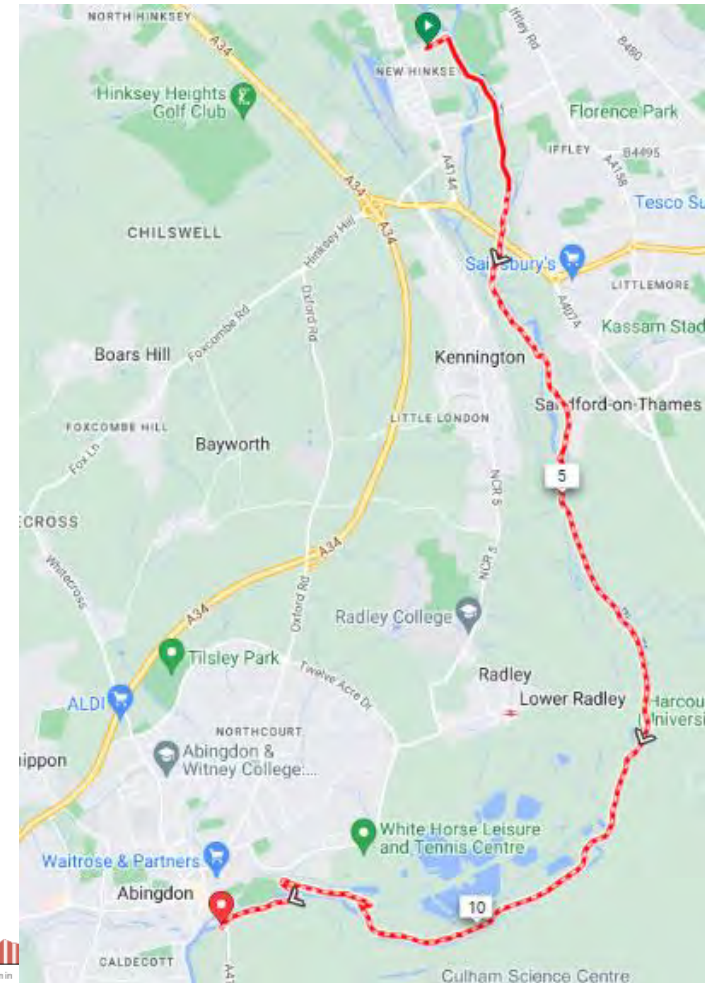
At leg registration, all runners will be given two luggage tags to tie to their own luggage. The first piece of luggage will be for the start bag they are leaving behind at the start location. The second tag will be for the bag they are collecting at the finish of their leg. Each team member will need to collect another team member's bag at some stage of the relay.

- Runner 1** **Start bag** – Left at start hotel for event staff to transfer to the Windsor finish. Runners won't have access to this at their leg finish. We suggest anything important is placed in this finish bag.  
**Finish bag** – Hands this to runner 2 to take with them on the transfer to the start of leg 2 which is the end of leg 1. Bag needs to be ready and labelled before coach departs at 0700.
- Runner 2** **Start bag** – Left at the Abingdon cricket club for runner 1 to collect at the end of their run.  
**Finish bag** – Hands this to runner 3 to take with them on the transfer to the end/start of leg 2/leg 3.
- Runner 3** **Start bag** – Left at Little Wittenham for runner 2 to collect at the end of their run.  
**Finish bag** – Hands this to runner 4 to take with them on the transfer to the end/start of leg 3/leg 4.
- Runner 4** **Start bag** – Left at Wallingford for runner 3 to collect at the end of their run.  
**Finish bag** – Hands this to runner 5 before **Monday** to take with them on the transfer to the end/start of leg 4/leg 5.
- Runner 5** **Start bag** – Left at Goring for runner 4 to collect at the end of their run.  
**Finish bag** – Hands this to runner 6 to take with them on the transfer to the end/start of leg 5/leg 6.

- Runner 6** **Start bag** – Left at Purley on Thames for runner 5 to collect at the end of their run.  
**Finish bag** – Hands this to runner 7 to take with them on the transfer to the end/start of leg 6/leg 7.
- Runner 7** **Start bag** – Left at Sonning for runner 6 to collect at the end of their run.  
**Finish bag** – Hands this to runner 8 before **Monday** to take with them on the transfer to the end/start of leg 7/leg 8.
- Runner 8** **Start bag** – Left at Henley-on-Thames for runner 7 to collect at the end of their run.  
**Finish bag** – Hands this to runner 9 to take with them on the transfer to the end/start of leg 8/leg 9.
- Runner 9** **Start bag** – Left at Bisham Abbey for runner 8 to collect at the end of their run.  
**Finish bag** – Hands this to runner 10 to take with them on the transfer to the end/start of leg 9/leg 10.
- Runner 10** **Start bag** – Left at Maidenhead for runner 9 to collect at the end of their run.  
**Finish bag** – Left with pie staff in Reading to be transported to finish.

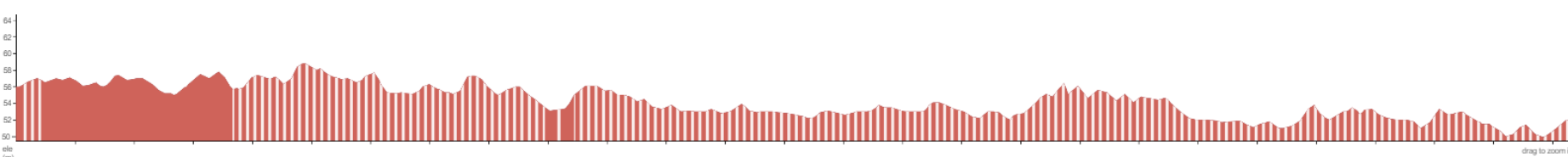
# Leg 1 – Oxford to Abingdon

Leg	Distance (km)	Elevation (m)
Leg 1	13.2	37



## Surfaces

Paved	1.9 km	14%
Unpaved	11.3 km	86%



# Leg 2 – Abingdon to Little Wittenham

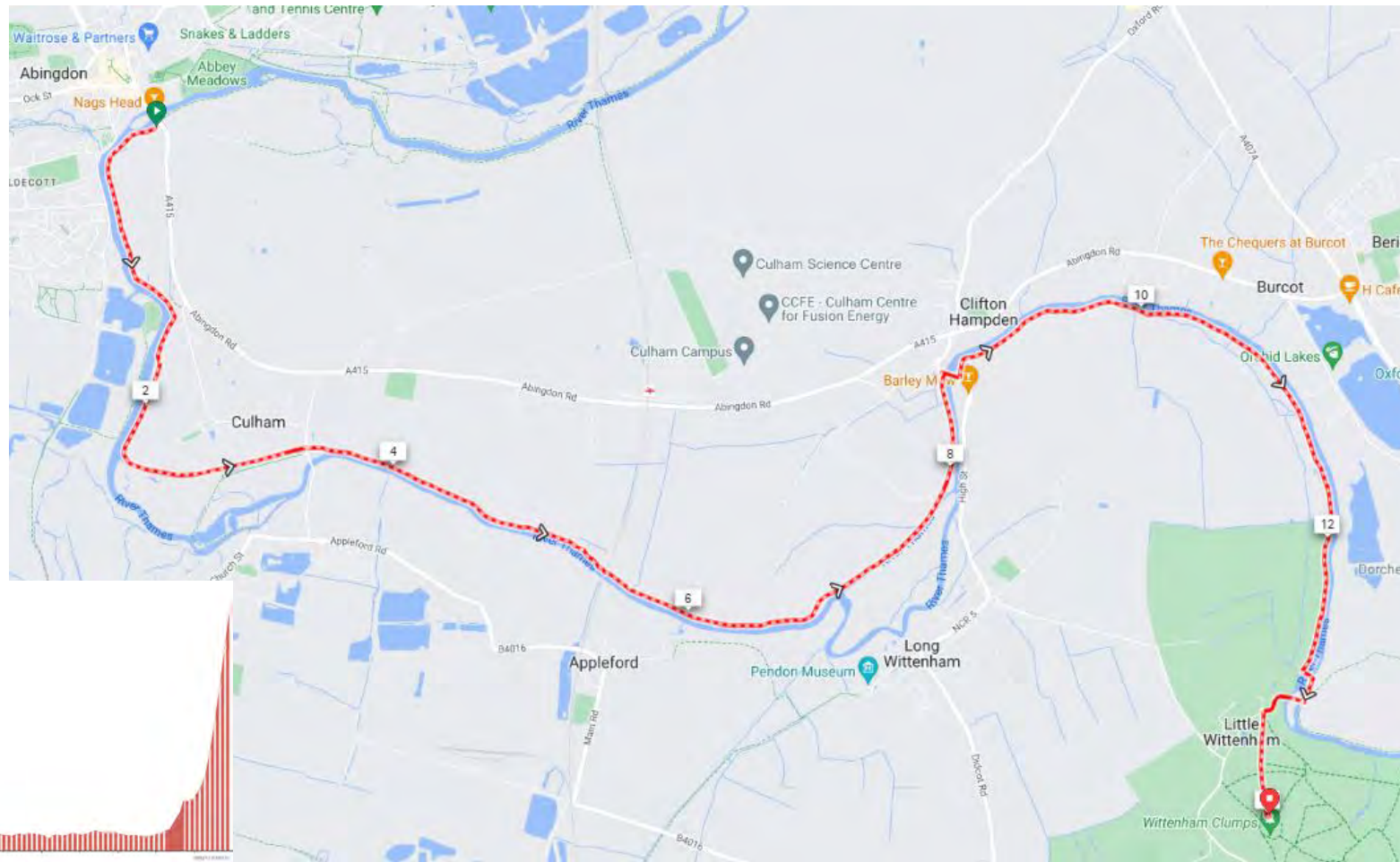
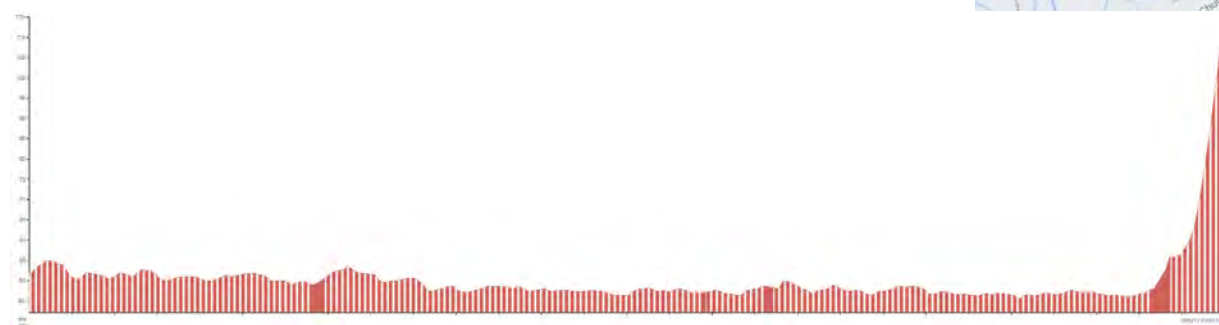
Leg	Distance (km)	Elevation (m)
Leg 2	14	86

## Route Notes:

As per the elevation there is a steep climb at the end. This is to avoid a potentially dangerous diversion onto a road. The view at the top will be worth it!

## Surfaces

Paved	0.6 km	4%
Unpaved	13.5 km	96%

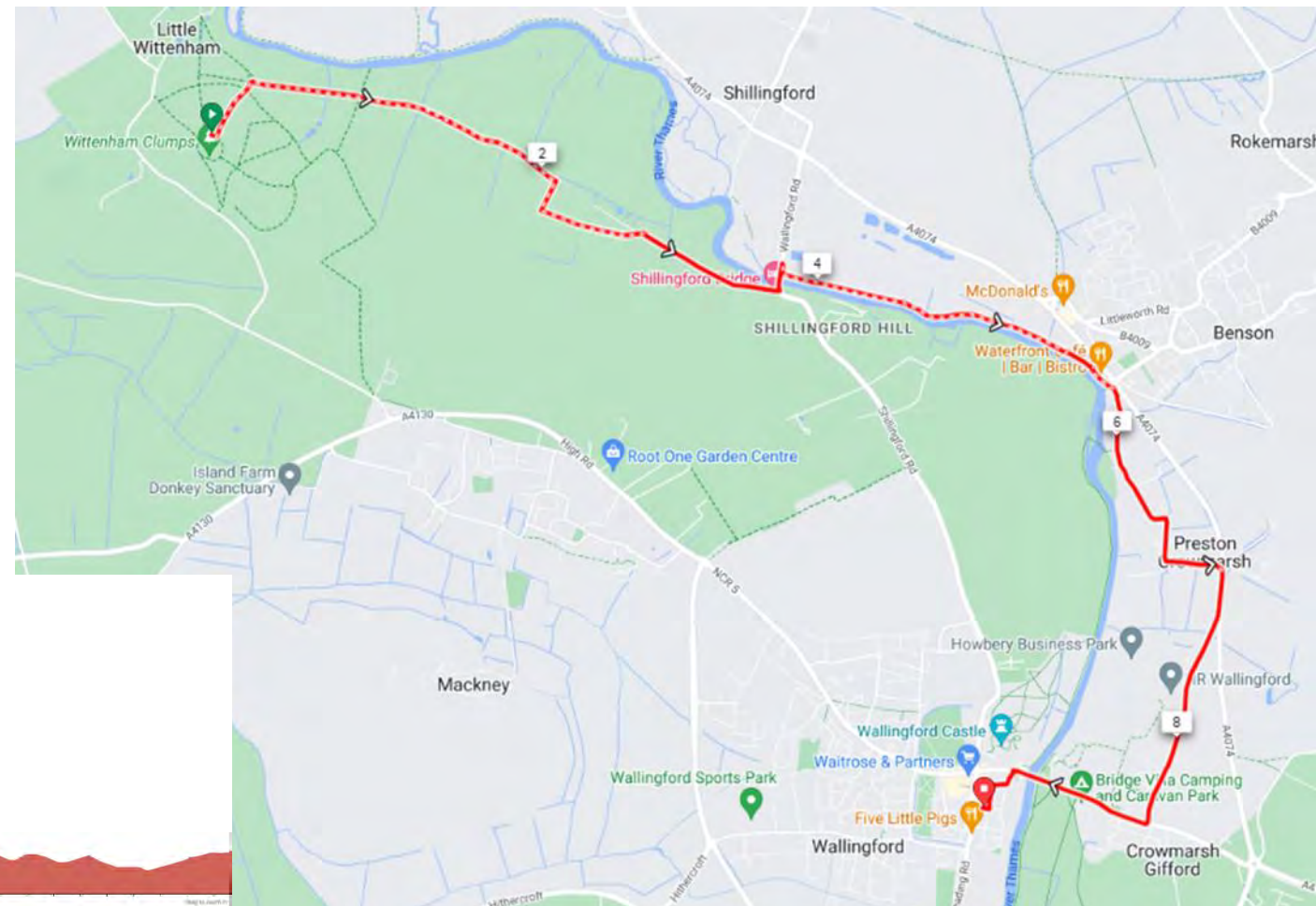
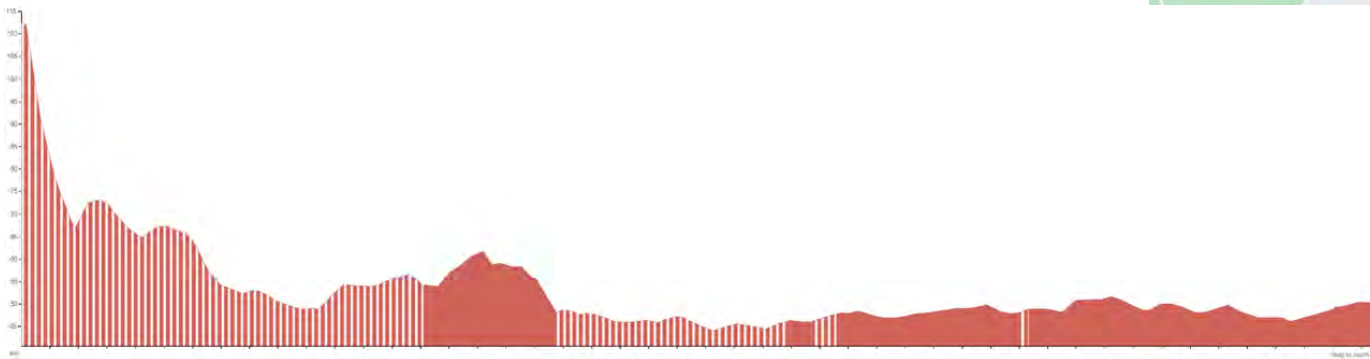


# Leg 3 – Little Wittenham to Wallingford

Leg	Distance (km)	Elevation (m)
Leg 3	9.5	32

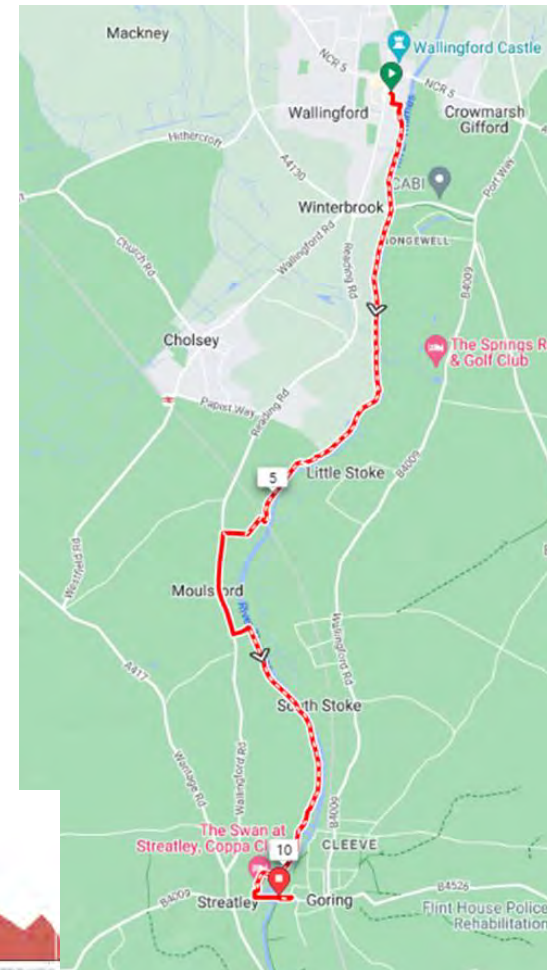
## Surfaces

Paved	4.9 km	51%
Unpaved	4.7 km	49%



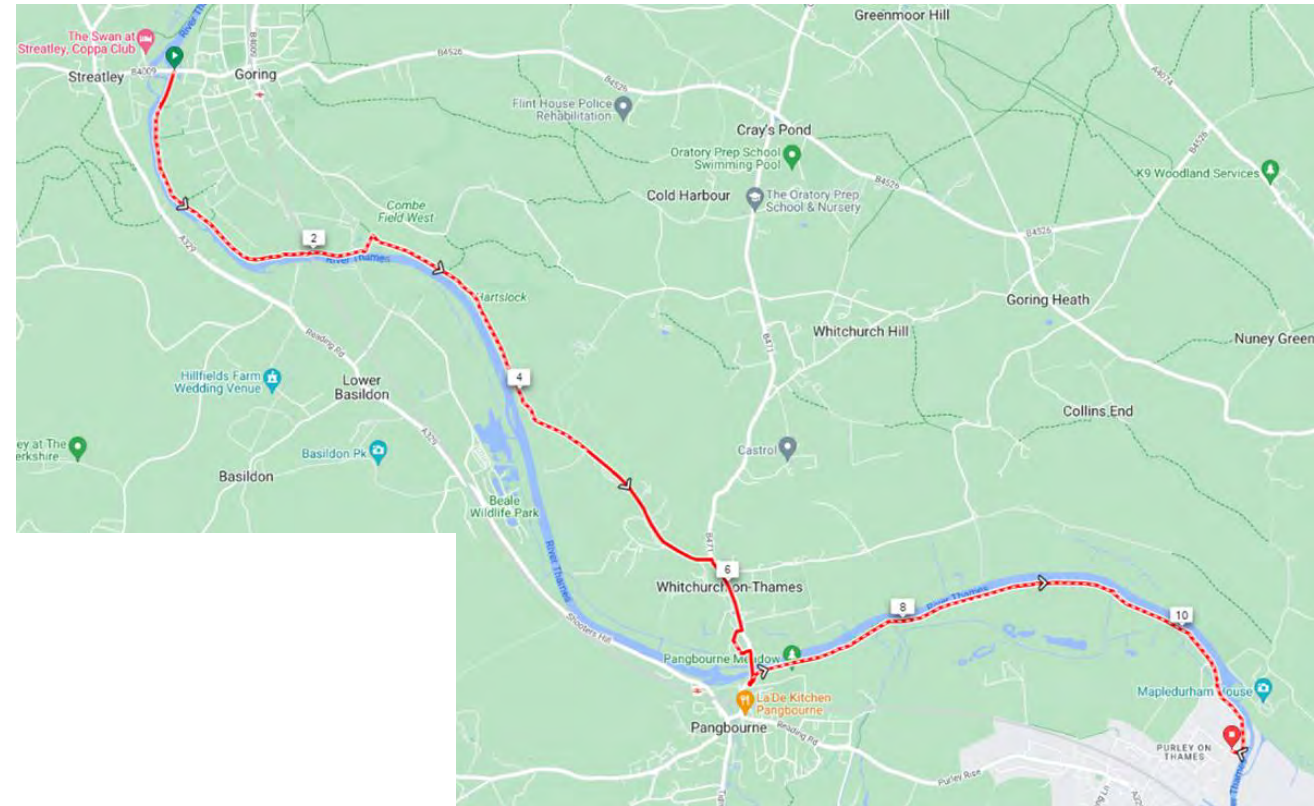
# Leg 4 – Wallingford to Goring

Leg	Distance (km)	Elevation (m)
Leg 4	11.1	46



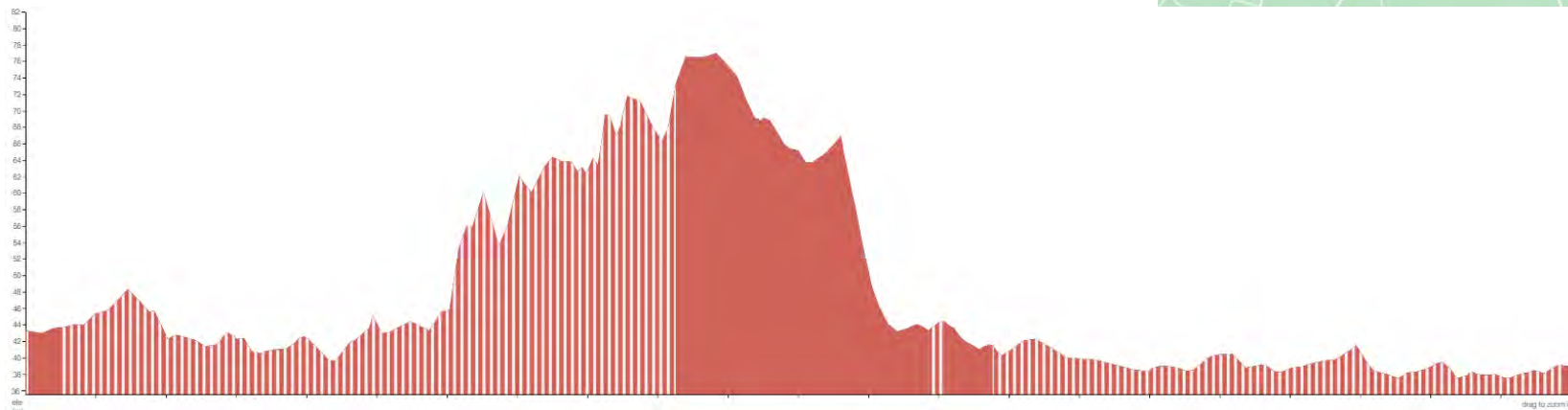
# Leg 5 Goring to Purley on Thames

Leg	Distance (km)	Elevation (m)
Leg 5	11.1	63



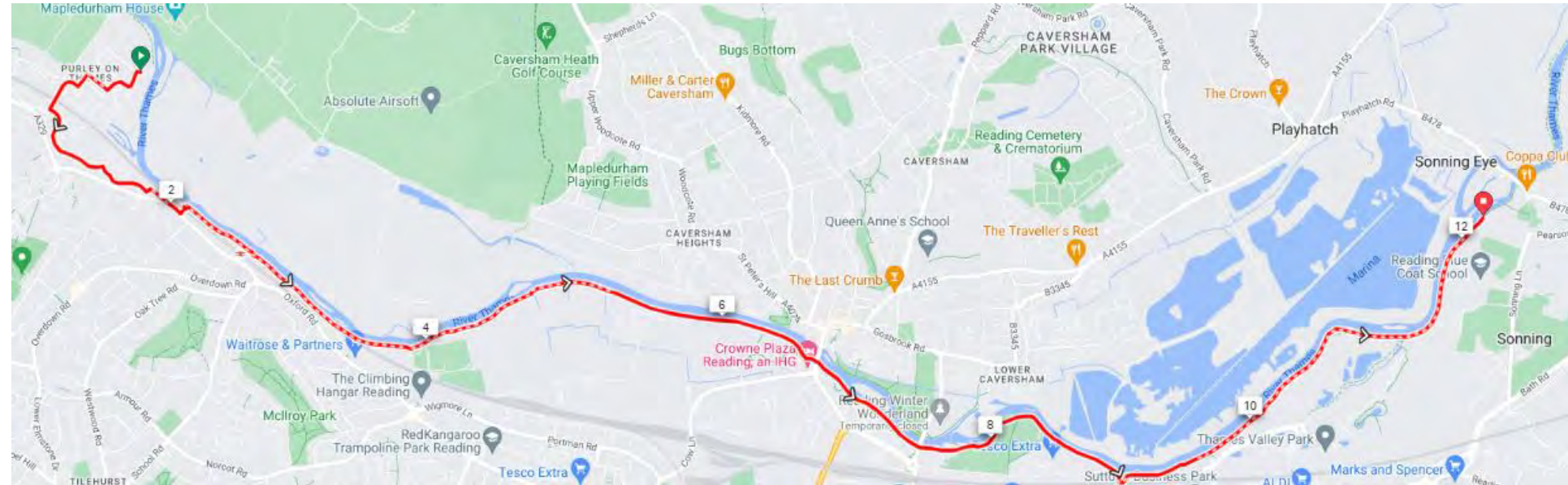
## Surfaces

 Paved	2.5 km	23%
 Unpaved	8.5 km	77%



# Leg 6 - Purley on Thames to Sonning

Leg	Distance (km)	Elevation (m)
Leg 6	12.2	65



**Surfaces**

Paved	6.4 km	52%
Unpaved	5.8 km	48%



# Leg 7 – Sonning to Henley-on-Thames

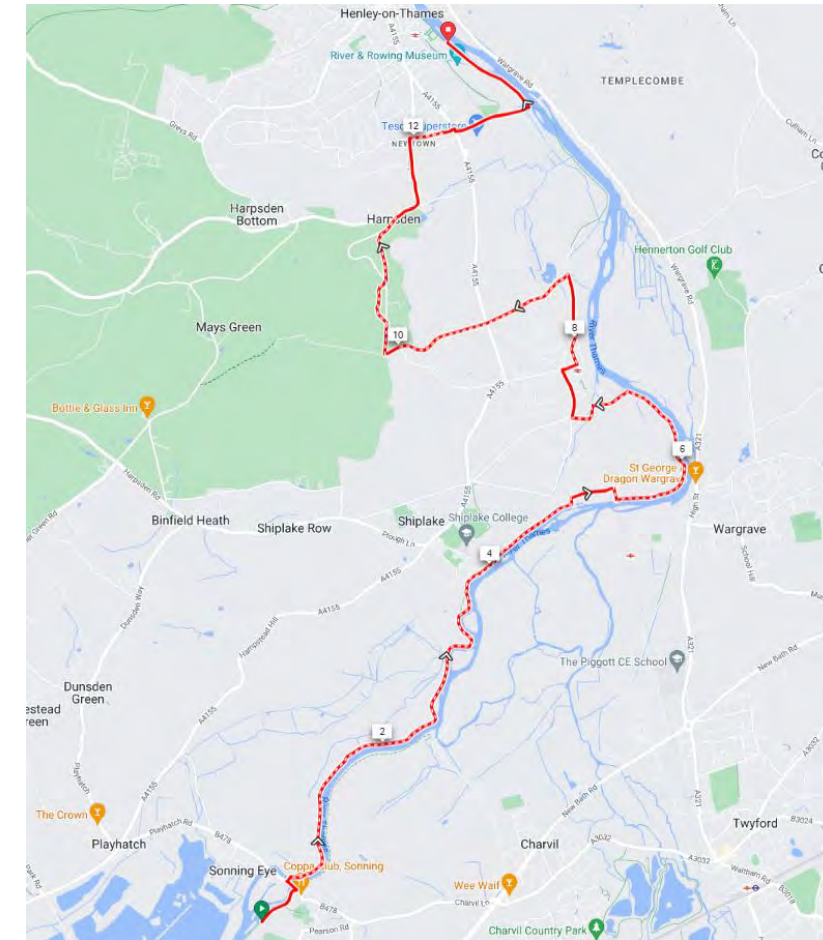
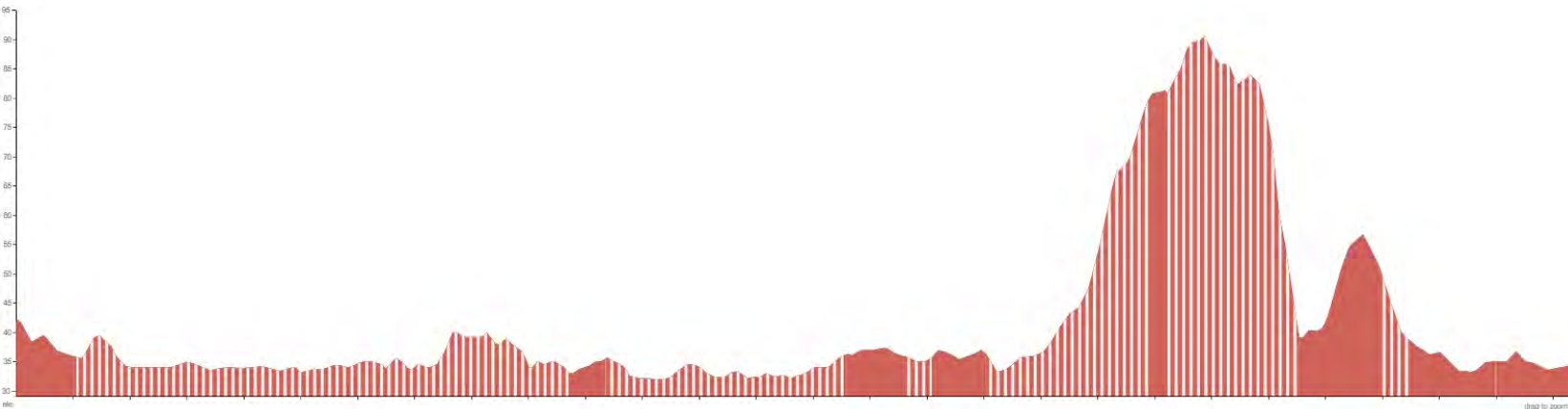
Leg	Distance (km)	Elevation (m)
Leg 7	13.8	94

## Route Notes:

Please note, due to a diversion this route takes the runners off the Thames Path and into the hills before returning into Henley-on-Thames.

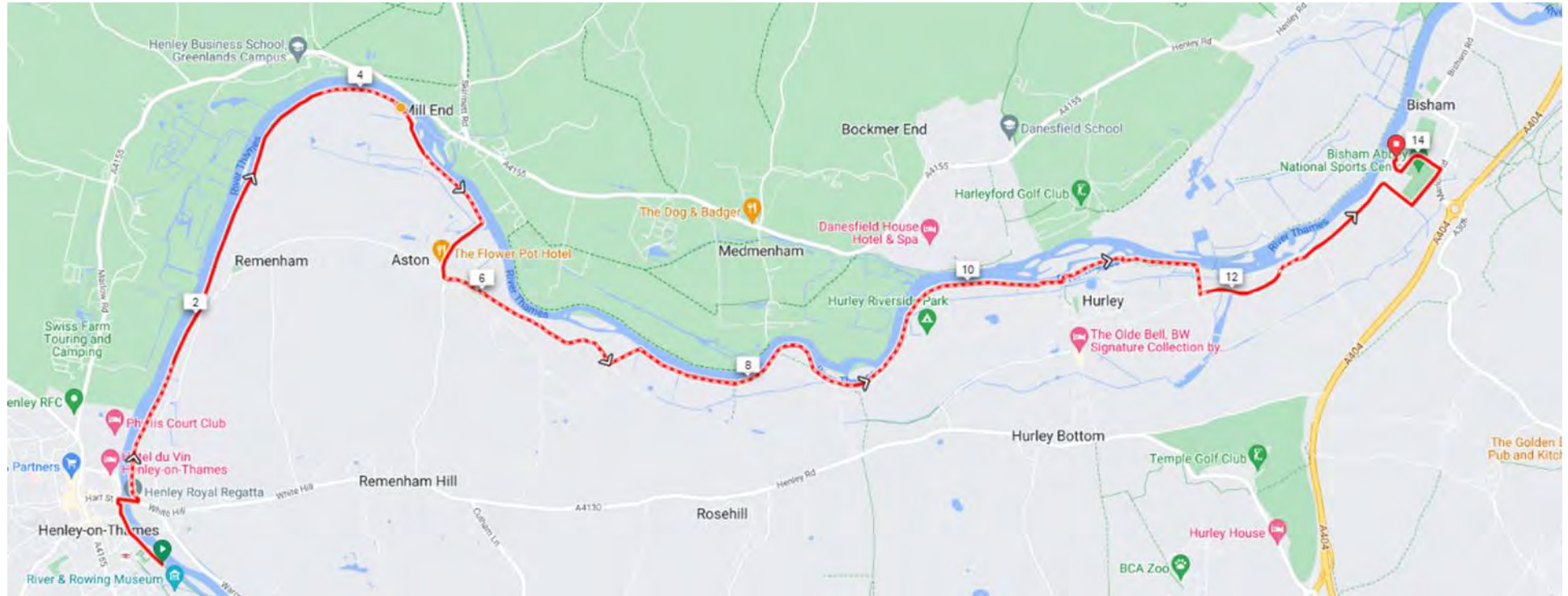
## Surfaces

 Paved	4.4 km	32%
 Unpaved	9.4 km	68%



# Leg 8 – Henley-on-Thames to Bisham Abbey

Leg	Distance (km)	Elevation (m)
Leg 8	14.3	62



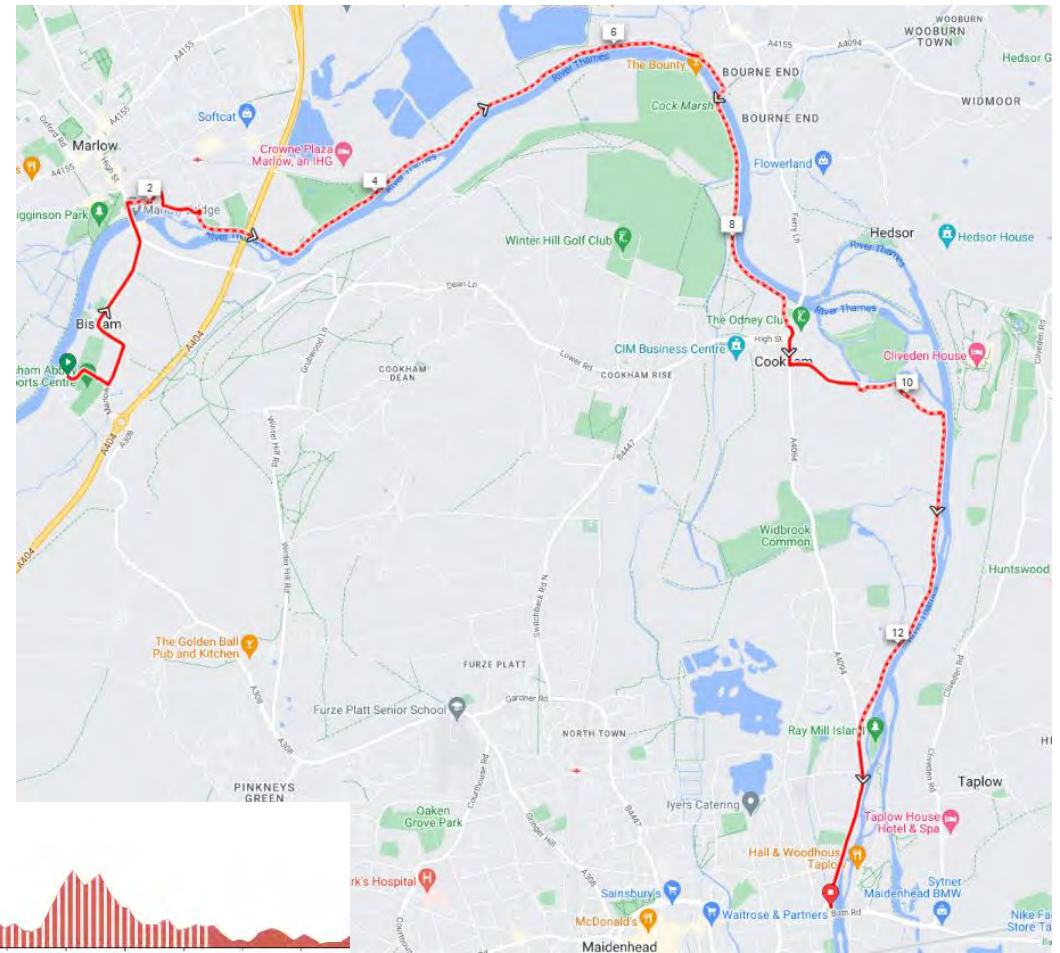
## Surfaces

Paved	5.9 km	41%
Unpaved	8.4 km	59%



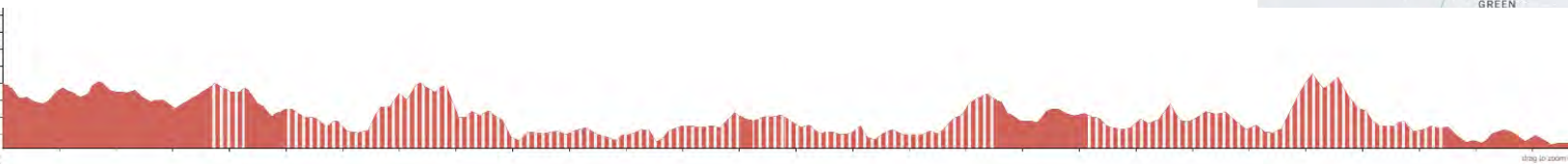
# Leg 9 – Bisham Abbey to Maidenhead

Leg	Distance (km)	Elevation (m)
Leg 9	13.9	43



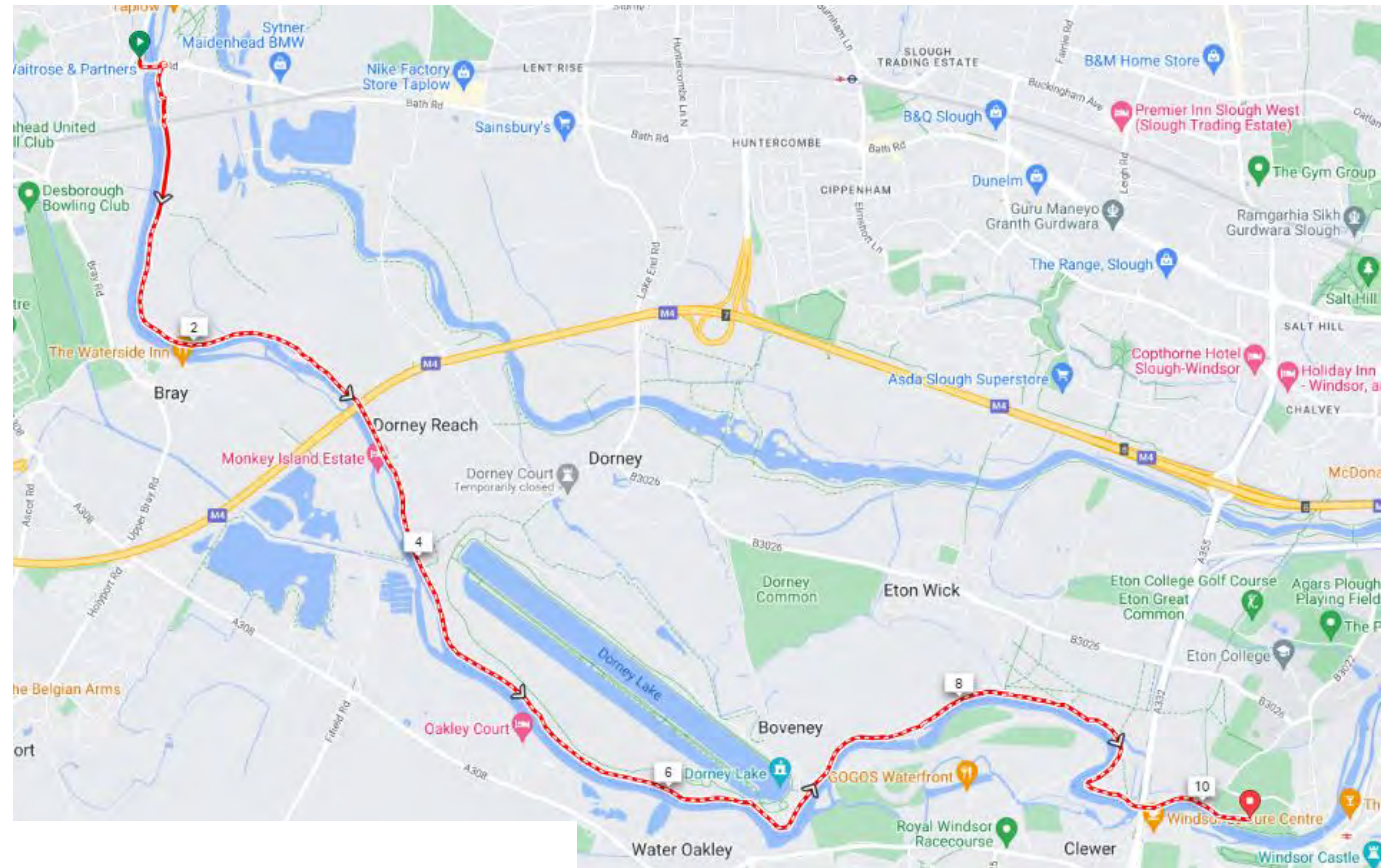
## Surfaces

Paved	4.4 km	32%
Unpaved	9.4 km	67%
Unknown	0.1 km	1%



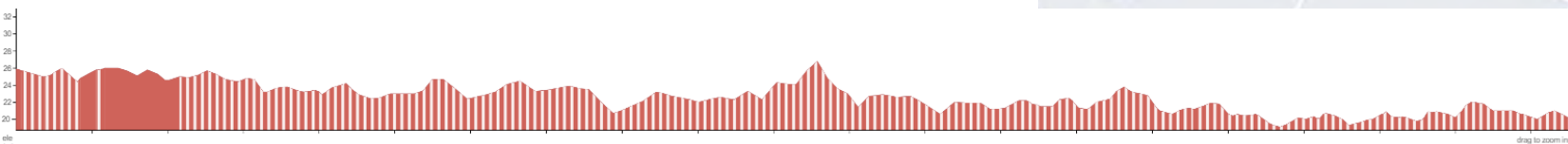
# Leg 10 – Maidenhead to Windsor

Leg	Distance (km)	Elevation (m)
Leg 10	10.3	29



## Surfaces

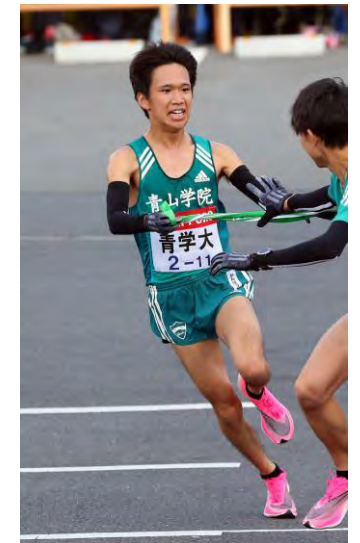
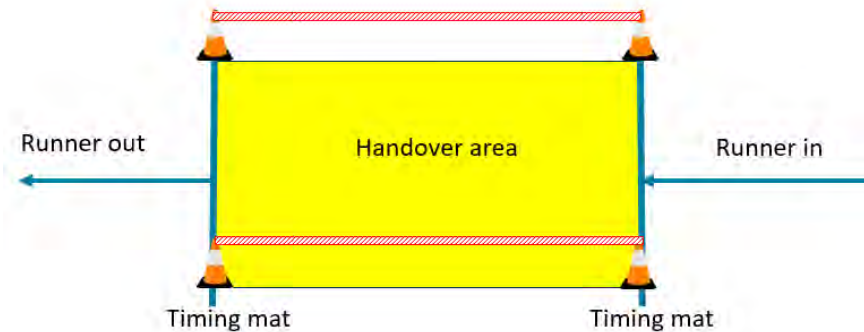
Paved	0.6 km	6%
Unpaved	9.7 km	94%



# Handover Point

On the approach to the finish of each leg there will be a “handover area” or “Transition Zone”.

The Tasuki is handed to the next runner in the indicated handover area. One runner finishes running, and the next runner starts running in the handover area. Runners will hand over the Tasuki to the next runner. Runners must ensure that they are ready on time in the handover area awaiting their teammate.



At each handover point there will be a venue booked such as a village hall, cricket club, community centre etc, where water and snacks will be provided. Toilet facilities will be available, and you will be able to leave your start/finish bag here for your team mate to collect.

# Ekiden Strategy - Cut off Times

During the online registration process we will ask runners what they predict their average pace will be during the event. To ensure all teams can complete the distance in the allotted time, we have set the following cut off times.

As many of you as may know, these cut of times are what bring the excitement to Ekiden racing.

There will be cut off times at the end of leg 4 and end of leg 7. The cut off times are as follows:

- **End of leg 4 in Goring Handover point – 1215**
  - If your teammate hasn't reached Goring Village handover point by this time, runner 5 will set off with a **green** coloured Tasuki at 1215.
- **End of leg 7 Henley-on-Thames Handover point – 1545**
  - If your teammate hasn't reached Henley-on-Thames handover point by this time, runner 8 will set off with a **green** coloured Tasuki at 1545.

The coach will still wait for you to finish the leg of the run and transfer you to the finish in Brocas Park.

Team captains can allocate runners to certain legs of the race. We'd recommend quicker runners during the first half of the event.

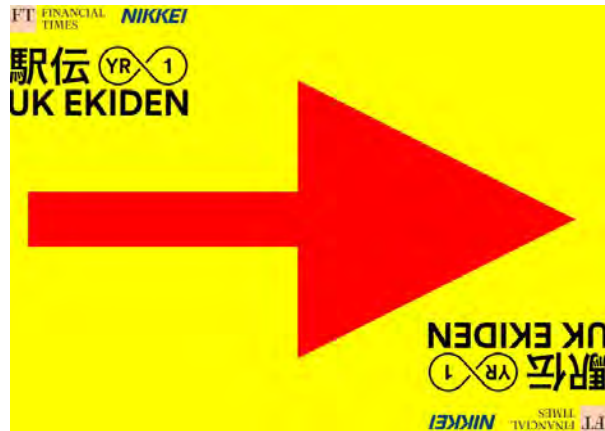
# Event Signage

This is a fully signed run. All signage will be taken down as the last runner passes through.

Please keep an eye out for “caution” signs, as these indicate areas where you should take extra care.

The “Handover point” signs, will be placed roughly 500m from the handover to ready the runner to hand over the Tasuki.

Main directional  
signage



Take extra care!



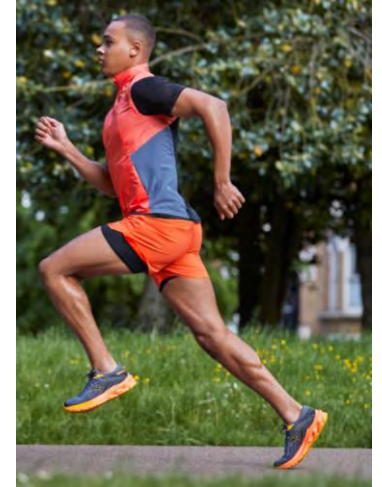
Approaching  
Handover point



# Kit List

## Recommended kit list:

- Technical running top
- Comfortable running shorts
- Running water bottle
- Small back-pack x2 (one for the start and one for the finish) to carry water and personal effects
- Running shoes / trail shoes (that you have worn in!)
- **Spikes are not recommended!**
- Hat or cap
- Sunglasses
- Light weight summer wet weather gear
- Sun-cream
- Change of socks
- Lip balm
- Zip lock bag (for keeping kit dry in case of rain)
- Cash/card
- Mobile phone & charger (with zip lock bag to put it in in case of rain)
- Snacks to eat on the go if required
- Personal medication & pain relief
- Phone charger / power pack
- Compeed or similar
- Wearable phone holder



# Registrations/Check In



Before the event please register to the FT Nikkei UK Ekiden via the link attached.

Passwords: sent out separately to the team.

Deadlines Friday 31st May to register

Sunday 23rd June registration desk will be open for runners to collect race numbers, luggage tags from 1800 – 2000 from voco Oxford Spires Hotel.

On the day of the event:

On Monday 24<sup>th</sup> June there are two other registration locations for the event:

1. Oxford Spires Hotel for runners 1, 2, 3, & 4 (0630)
2. Fairview Community Centre, Reading for runners, 5, 6, 7, (0900) 8, 9 & 10 (1100).

At check in you will receive:

- Race number
- Luggage tags for your start/finish bags (runners 4 & 7 to speak to staff on the event and will be handed separate luggage tag on the day for teammates bag.)



**1 - 01**

**EVENT CONTROL CONTACT**

**Sample race number**



**2 - 01**

**EVENT CONTROL CONTACT**

# Event Crew

- Event crew - At the end/start of each leg there will be crew to assist you as you approach the handover point, and also managing the stop venues. They will be at the registration locations and assisting the runners in getting on the coach.
- Medics - there will be a medic at the end/start of each leg if you need to see them.
- Volunteer marshals – will be placed throughout the route. They will be wearing hi viz vests and clearly visible. They don't have the ability to hold up traffic but will be advising the runners of any safety issues on the route e.g. on Marlow Bridge at width restriction for runners to cross the road.

# Health & Safety on the Thames Path

The Thames Path is a public footpath which means you will encounter a range of different users from dog walkers, cyclists, walkers, people fishing, moored boats to livestock to name a few. Be respectful of other users of the Thames Path.

## Foliage

Sections of the Thames Path may be overgrown with stinging nettles, thorns, brambles and other foliage and hazards.

## Surface

The Path itself is not flat and can be rutted in places with tree roots protruding. There will be sections of eroded path and loose terrain as well as dried pathways. Please be careful and cautious where you are placing your feet during the run.

## Physical features

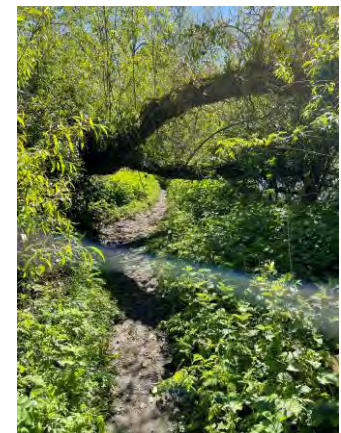
There will be gates, locks, bollards and stiles to navigate during the event. Please close every gate you open after passing through.

## Vehicles

Due to a number of diversions on the Thames Path there are sections where you will be running along the road when a footpath is not available. Please run towards oncoming vehicles to ensure you are more visible. When approach blind bends, please cross to the other side of the road to enable you to see any oncoming vehicles.

## Crossing roads

The event isn't solely held on the Thames Path and there will be sections where you will need to cross a road. When you are on roads, please obey the Highway Code at all times. The event isn't a closed road event and vehicle users may not be aware of the event taking place.



# Emergency Procedures



## Introduction

pie (Passion in Events) are the professional event organisers, for the UK Ekiden, and have over 25 years' experience in organising and developing activity-based challenges throughout the world. pie are confident you will find your event rewarding and memorable for all the right reasons. Accidents do happen however, and so we would appreciate it if you could take a few moments of your time to read through the information below and familiarise yourself with our emergency procedures.

All pie trips will be run by an Event Manager. The Event Manager will have overall responsibility for the event, and we would be grateful if you could respect their decision throughout the event. We will always endeavour to keep you and your fellow participants as safe as possible, however this does require a commitment from you to observe any instructions given to you by a pie member of staff. The Event Manager will ask you to leave an event if they believe you are acting in a manner that endangers yourself, your fellow participants, pie staff, or the general public.

## General

All runners are required to carry a mobile phone with them for the duration of the event and are asked to inform pie of their correct contact details (mobile phone number) in good time before an event. The mobile phone should be charged to a reasonable level (enough to make and receive emergency calls). Should a runner not have a mobile phone, they should carry enough local currency to enable them to make calls from a payphone should an emergency occur.

All participants will be provided with emergency contact details for the Event Manager and other pie staff. Should a runner not receive these details, they should request them from a pie member of staff, who will pass on the emergency contact information to them. All participants are required to reduce the risk of an accident occurring as far as possible for the duration of the event.

# Emergency Procedures 2

## In the event of an emergency

In the event of an emergency, our staff will instruct you as to the appropriate actions they would like you to take. It is important you follow these instructions; however if you feel these instructions put you in more danger than acceptable, you are entitled to discuss this with our staff member and agree a different course of action.

Once all runners are safe, the pie staff member will call the Event Manager, who will then decide on the best course of action. This may involve a re-organisation of the logistics of the event, and in extreme cases, may mean the event is temporarily stopped, or terminated entirely. If the emergency involves a member of pie staff, and there are no other pie staff in the immediate vicinity, you should follow the following course of action:

1. Ensure you, your fellow runners and members of the general public are as safe and as comfortable as possible
2. If necessary, call the emergency services
3. Call the pie Event Manager to tell them the nature of the incident and your location – the contact details can be found on your emergency card
4. If it is safe to do so, you must stay where you are. If not, you should move to a safe location nearby
5. Please follow the instructions given to you by the pie Event Manager or the emergency services on their arrival

# Emergency Procedures 3

If the emergency involves you or a fellow runner on the event, and there is no pie member of staff in the immediate vicinity you should take the following course of action:

1. Ensure you, your fellow runners, and members of the general public are as safe and as comfortable as possible
2. If necessary, call the emergency services
3. Call the pie Event Manager to tell them the nature of the incident and your location – the contact details can be found on your emergency card
4. If it is safe to do so, you must stay where you are. If not, you should move to a safe location
5. Please follow the instructions given to you by the pie Event Manager, pie member of staff or the emergency services on their arrival

## After the incident

After the incident, the Event Manager may ask to meet you to note down the details of the incident. This is for the purposes of our own records, and for use in improving our emergency procedures. We would be grateful if you could comply with this request and provide a full and honest account of the incident.

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