

Important Contacts

- WinSport Dispatch 403-247-5454
- WinSport Security 403-660-9322
- Arena Ice Technician Shift Lead 403-701-4918
- Booking Coordinator 403-585-3963

Operations

Dressing Rooms:

- WinSport is not responsible for lost or stolen articles. We highly recommend that team lock their dressing rooms. They require a personal lock. Should the team not have a lock with them, they can be purchased at the PTC Guest Services Desk across from the Garden Café.
- Alcohol is NOT permitted on the Arena level. There is to be NO alcohol in the dressing rooms or in the parking lot (tailgating). This is illegal. Teams will be ejected from the tournament and possibly turned over to police.

Dressing Room Updates:

- If you require updates to your dressing rooms, please contact the Arena Ice Technician Shift Lead at least 1.5 hours prior to the first change in order to update in time for the teams to arrive for the playoffs. They should also be emailed to melliott@winsport.ca as soon as the playoff assignments are completed.
- If you require an immediate change or cleaning – please call Arena Ice Technician phone number.

Lost and Found:

- Lost and found is located beside Dispatch in the Day Lodge and at Guest Services in the Markin McPhail Center (MMC) and in Arena D in the MMC.

Score Clock Operations/Time Keeper's Box:

- Each Time Keeper box is equipped with a sound system, microphone, score clock, basic score clock operations instructions, and emergency facility contact numbers.
- The Home Bench is always to the Time Keeper'
- To operate the score clock:

POWER ON UNIT	Power switch located on back left hand side of unit <i>Resume Game?</i> Will prompt on the menu, select NO <i>Select Game Code 4-4-0-2</i> and press YES
SETTING THE TIME	Press <i>Set Main Clock</i> Set Desired time on keypad (example: 20:00) Press <i>Enter</i>
SETTING SCORES	Choose <i>Home</i> or <i>Guest</i> keypad Press + or – keys to adjust score
SETTING PENALTIES	Choose <i>Home</i> or <i>Guest</i> keypad Press <i>Player Penalty</i> Key in Player Jersey number, Press <i>Enter</i> Key in penalty time (example: 2:00 or 5:00)
CLEARING PENALTY	Choose <i>Home</i> or <i>Guest</i> keypad Press <i>Clear Penalty</i>

Emergency Action Plan

Misbehaviour:

- If a volunteer comes across a guest who appears to be not observing park policy and procedures, please inform Dispatch by calling 403-247-5454. If you do not have a cell phone, go to the nearest Guest Services, Arena Attendant/Ice Technician, Dispatch, or Security Desk and they will radio someone to handle the situation.
- **Please REFRAIN from intervening in any situations where you feel you may be at risk. Under no circumstances should anyone tolerate abuse from participants, spectators, or other patrons.**

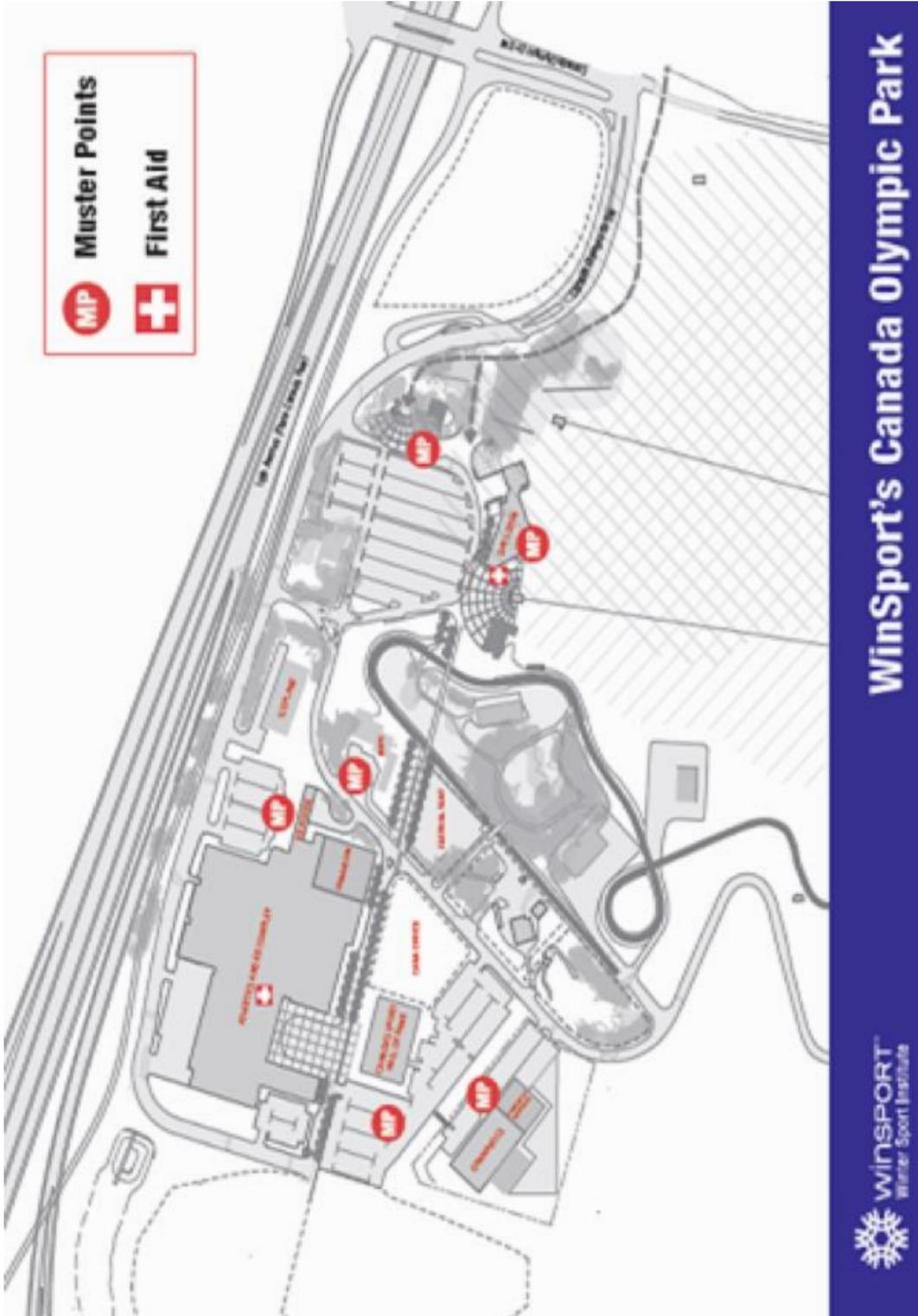
Medical Emergency:

- Immediately request assistance from WinSport medical staff by calling Dispatch at 403-247-5454. The medic assigned to your tournament can be found in the First Aid room between Arenas A and B or patrolling the Arena Floor.
- Call 9-1-1 if emergency is life threatening. WinSport medical staff will then get in contact with 9-1-1 to arrange the arrival of EMS. If not, immediately life threatening, WinSport medical staff will assess and provide support or call EMS if it becomes necessary.
- Coaches and/or referees should be used to keep people away from the area and to ensure access points are kept clear for the arrival of the medical team and EMS.
- The AED is located between Arena B and C on the wall above the garbage can. There is also one in the First Aid room to be accessed by WinSport medical staff only.

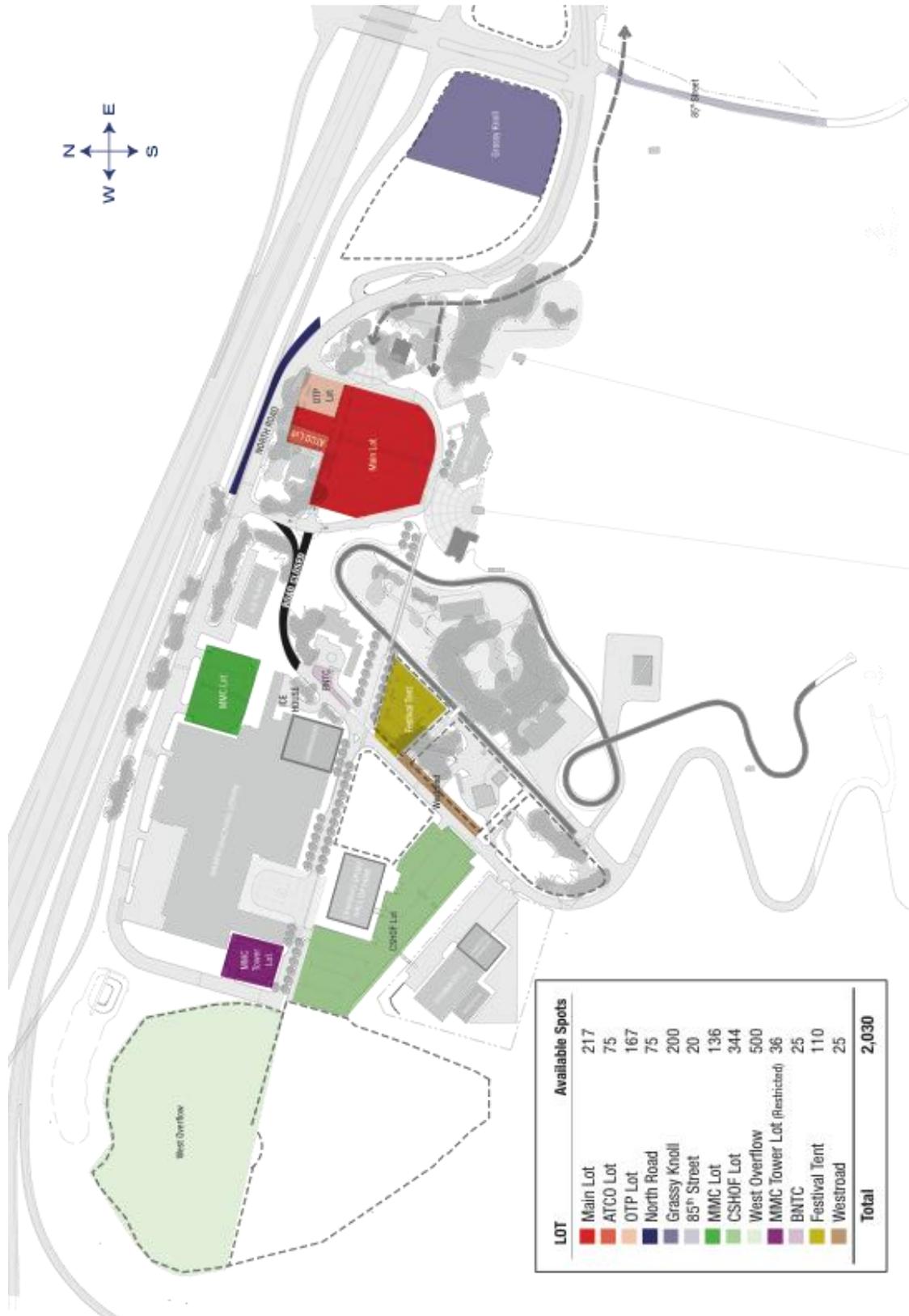
Evacuation:

- When the alarm sounds and the white lights start flashing, STOP all activity immediately and leave the ice surface. Wait for further instruction.
- In the event of any type of evacuation, you will be directed to evacuate by an overhead personal announcement system by WinSport Security.
- Upon being notified of an evacuation, you are required to immediately evacuate. DO NOT proceed to the dressing room to change or to grab personal affects.
- Calmly move towards the nearest exit, do not use elevators. Staff will direct you should an exit not be available to an alternate exit.
- In the event of an anomia leak related evacuation, you will be directed to muster at the Gymnastic Centre behind the Hall of Fame. You will be directed by staff and the overhead speaker.

Muster Points



Parking Map



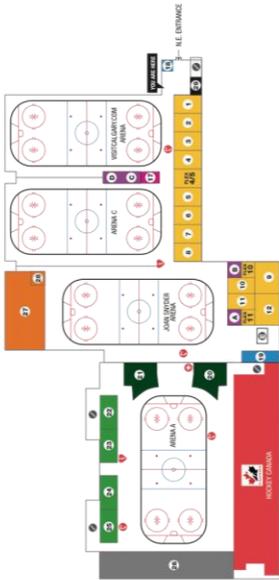
PARKING MAP

CANADA OLYMPIC PARK • 2012-2013
Updated December 12, 2012

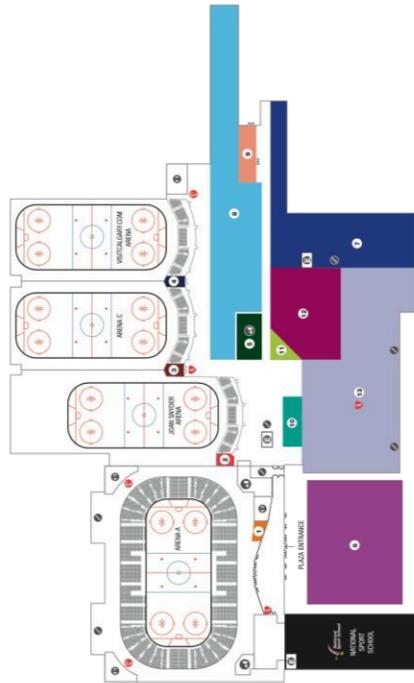


Markin McPhail Centre – Facility Map

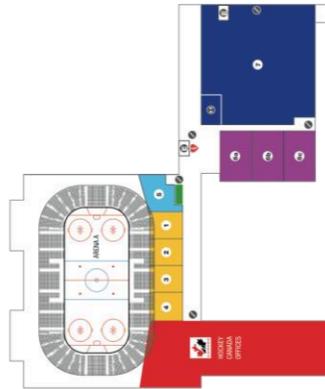
- ## E EVENT FLOOR
- 1-12 Dressing Rooms
 - 13 Ref A/B/C/D
 - 14-17 Dressing Rooms
 - 18 Female Dressing Rooms
 - 19 Arena Office
 - 20-22 M1/M2 Public Dressing Rooms
 - 23-25 M3/M4/M5/M6 Dressing Rooms
 - 26 Catering Services
 - 27 Ice Plant
 - 28 Operations Office
 - 29 Skate Sharpening/Proshop



- ## M MAIN FLOOR
- 1 Box Office
 - 2 Security
 - 3 Shane Homes Room
 - 4 Excel Homes Room
 - 5 Garden Cafe
 - 6 WorleyParsons Plaza
 - 7 High Performance Training Fitness
 - 8 Ice House
 - 9 The WinSport Chamber by Power Watts
 - 10 Retail
 - 11 Guest Services
 - 12 Medical Clinic
 - 13 Public Fitness



- ## 2 SECOND FLOOR
- 1 John Langille Room
 - 2-4 Meeting Rooms
 - 5 Molson Canadian Hockey House
 - 6 Multi-Purpose Rooms a/b/c
 - 7 High Performance Training Centre



3 THIRD FLOOR



4&5 FOURTH & FIFTH FLOOR



- First Aid
- AED
- Emergency Call Box
- Stairs
- Elevator
- Concession
- Washrooms