



Lightning Safety & Sheltering Plan Template

Purpose

This template is intended for event organizers/departments conducting outdoor events. It provides a framework for assisting in monitoring weather conditions, establishing lightning safety procedures, and identifying potential shelter locations for participants, staff, and visitors. This plan accompanies the Special Event Outdoor Venue Plan.

Event Information

(Provide basic information about the event and the individuals responsible for coordinating event activities.)

Event Name:

Date(s):

Location:

Event Organizer/Department:

Primary Event Contact:

Phone Number:

Secondary Event Contact:

Phone Number:

Estimated Attendance:

Lightning Monitoring Tool

(Identify how weather and lightning will be monitored before and during the event. Event organizers should determine who will monitor conditions and at what distance lightning will trigger protective actions.)

Monitoring Method(s):

Threshold to use in the event of lightning(8 miles minimum):

**Flash to Bang Method: If you see lightning, count the number of seconds until you hear thunder. Divide the number of seconds by five to get the distance the lightning is away from you.*

Decision-Making Authority

(Identify who has the authority to suspend or delay event activities due to lightning.)

Individual authorized to suspend activities:

Secondary decision-maker:

Sheltering Locations

(Identify safe locations where attendees, staff, and visitors can shelter if lightning threatens the event. Consider whether each location has enough capacity for the expected number of people and how attendees will be directed there.)

Primary Shelter Location(s):

Adequate Capacity? ☐

Secondary Shelter Location(s):

Adequate Capacity? ☐

Visitors can also be directed to go to their vehicles to shelter from lightning.

Notification Procedures

(Determine how individuals will receive event updates: PA system, social media, radios, personal phones? Consider how notifications will be communicated both before the event begins and while the event is underway.)

How will *attendees* be notified:

How will *staff* be notified:

How will you notify them if lightning occurs before the event begins:

Resuming Normal Operations

(Establish how event organizers will determine when it is safe to resume outdoor activities and how attendees will be notified.) Activities may return back to normal 30 minutes after the last lightning strike.

How will you notify those that did not go to the shelter locations:

Additional Considerations

(Consider any event-specific needs that could affect the ability to quickly move people to shelter locations. Consider accessibility needs ([Dart Center](#)), VIPs, or other circumstances that require additional planning.)

Mobility/accessibility considerations:

VIP considerations:

Resources

UH OEM Weather Station - <https://www.uh.edu/emergency-management/be-prepared/uh-weather-station/>

UH OEM Special Event Planning Tools - <https://www.uh.edu/emergency-management/planning-and-response/special-event-emergency-planning/>

UH OEM: Be Prepared – <https://www.uh.edu/emergency-management/be-prepared/index.php>

National Weather Service: Lightning Safety - <https://www.weather.gov/safety/lightning>

UH OEM Community Emergency Response Team Training - <https://www.uh.edu/emergency-management/training-and-outreach/cert/index.php>

National Weather Service: Houston/Galveston Office - <https://www.weather.gov/hgx/>

UH Student Accessibility Center - <https://www.uh.edu/accessibility/>