



*Training Course:
Event & Conference Safety Management*

24 - 28 August 2025

Cairo (Egypt)

Holiday Inn & Suites Cairo Maadi, an IHG Hotel

Training Course: Event & Conference Safety Management

Training Course code: MA235925 From: 24 - 28 August 2025 Venue: Cairo (Egypt) - Holiday Inn & Suites Cairo Maadi, an IHG Hotel Training Course Fees: 3550 € Euro

Introduction

This course is designed by Global Horizon Training Center to equip participants with the knowledge and tools required to ensure the safety and security of events and conferences of all scales. The program covers essential components of event risk management, crowd safety, emergency response planning, venue security coordination, and legal compliance. It also addresses global best practices for creating safe environments in high-attendance gatherings, including VIP events, exhibitions, and corporate conferences.

Through practical case studies and interactive discussions, participants will gain a clear understanding of how to assess potential risks, design safety plans, and collaborate with multiple stakeholders to mitigate incidents.

Objectives

- Identify potential risks and hazards associated with public events and conferences.
- Understand venue safety standards, crowd control measures, and emergency response protocols.
- Design effective Event Safety Plans and Incident Response Strategies.
- Learn how to coordinate with law enforcement, medical services, and venue teams.
- Develop contingency and evacuation procedures tailored to different event formats.
- Explore international case studies on event safety failures and success stories.
- Understand legal obligations and insurance considerations for event organizers.

Target Audience

This course is ideal for professionals involved in planning, managing, or overseeing events and conferences, such as:

- Event managers and coordinators
- Conference organizers
- Health and safety officers

- Corporate event planners
- Facility and venue managers
- Security and emergency planning professionals

Course Outline

Day 1: Foundations of Event Safety Management

- Understanding event types and risk profiles
- Legal and regulatory frameworks
- Roles and responsibilities of safety stakeholders
- Safety culture in events and public gatherings

Day 2: Risk Assessment and Planning

- Identifying hazards: structural, environmental, human factors
- Conducting risk assessments and crowd dynamics analysis
- Developing comprehensive Event Safety Plans
- Integrating safety into early planning stages

Day 3: Emergency Preparedness & Operational Controls

- Emergency planning and crisis response frameworks
- Evacuation plans and drills
- Coordination with emergency services and first responders
- Communication and command structures during incidents

Day 4: Security, Contractors & Crowd Management

- Venue and access control security
- Managing contractors and temporary staff
- Screening and surveillance technologies
- Managing crowd behavior and flow

Day 5: Learning from Incidents and Continuous Improvement

- Case studies of past event incidents
- Incident investigation and root cause analysis
- Post-event review and improvement strategies
- Metrics, audits, and management reviews

Registration form on the Training Course: Event & Conference Safety Management

Training Course code: MA235925 **From:** 24 - 28 August 2025 **Venue:** Cairo (Egypt) - Holiday Inn & Suites Cairo Maadi, an IHG Hotel **Training Course Fees:** 3550 € Euro

Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

Delegate Information

Full Name (Mr / Ms / Dr / Eng):
Position:
Telephone / Mobile:
Personal E-Mail:
Official E-Mail:

Company Information

Company Name:
Address:
City / Country:

Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng):
Position:
Telephone / Mobile:
Personal E-Mail:
Official E-Mail:

Payment Method

- ☐ Please find enclosed a cheque made payable to Global Horizon
- ☐ Please invoice me
- ☐ Please invoice my company

Easy Ways To Register

Telephone:
+201095004484 to
provisionally reserve your
place.

Fax your completed
registration
form to: +20233379764

E-mail to us :
info@gh4t.com
or training@gh4t.com

Complete & return the
booking form with cheque
to: Global Horizon
3 Oudai street, Aldouki,
Giza, Giza Governorate,
Egypt.