

ANY ITEMS THAT FOR SAFETY REASONS ARE NOT ALLOWED INTO CONTROL AREAS THAT ARE EITHER DISCOVERED DURING A CLEAR INSPECTION THAT ARE NOT REMOVED FROM THE SECURE AREA MUST BE SECURED IN THE BLACK

Black Box Rules

The Black Box is intended for the temporary sequestration of dangerous or prohibited items that have been brought into a Control Area either by staff or participants. It shall remain sealed throughout the duration of the training event and shall be under direct control of the Safety Officer or Safety Coordinator.

The Black Box shall not, at any time, be accessed by any single individual (including the Safety Officer) while it is located in an ACTIVE area. Any access to a secured Black Box shall be undertaken by, or at the direction of, the Safety Officer or the Safety Coordinator. No fewer than TWO PEOPLE shall be involved in the process since this will require the handling of items not typically allowed inside a Control Area.

Reasons for accessing a Black Box prior to the completion of a training event are restricted to

- The temporary or permanent retrieval of an item inside the Box
- An emergency which requires immediate access to secured items

In the case of a temporary retrieval, the item shall remain under the direct and constant supervision of the Safety Officer until the item is returned to the Black Box.

In the case of a permanent retrieval, the item must be declared CLEAR, or immediately removed from the Control Area under observation of the Safety Officer. The Black Box will then be resealed by the Safety Officer in the presence of his nominee.

Procedure for Entry During an ACTIVE Training Event

- The Safety Officer shall nominate an Observer to oversee the unsealing and entry into the Black Box
- The Safety Officer shall declare that they are “Opening the Box”, and the Observer shall acknowledge this by repeating “Opening the Box”
- The Box shall be unsealed, and the desired item will be retrieved temporarily under supervision, and then returned or retrieved and permanently removed from the Control Area
- Once the item has been properly dealt with, the Safety Officer shall reseal the Box with a fresh seal and declare “Closing the Box” and the observer shall acknowledge this by repeating “Closing the Box”

Procedure for Entry at the End of a Training Event

The Safety Officer shall complete the End of Training Protocol to include the End of Training Declaration. The Safety Officer shall then unseal the Box and declare they are “Opening the Box” after which the Box may be unsealed, ensuring that any items temporarily sequestered in the Box are returned to their owners. Any residual items shall be subject to a written inventory filed with the documentation for the training event, then taken under the control of the Safety Officer for disposition as per organizational policies or procedures for Lost and Abandoned items.