

DSC Self Audit Template

Venue/Event Name: _____

Tier Classification: ☐ Standard (200–799) ☐ Enhanced (800+)

Responsible Person: _____

Date of Audit: _____

Auditor (if applicable): _____

Section	Audit Question	Yes / No / N / A	Evidence / Notes
1. Governance & Responsibility	Has a Responsible Person been clearly designated for the premises / event?		
	Is their role understood and communicated to staff / volunteers?		
	Are they trained in Martyn's Law duties and emergency procedures?		
2. Risk Assessment & Planning	Has a terrorism-related risk assessment been completed?		
	Are crowd flow and ingress / egress risks regularly reviewed?		
	Are threat-specific risks (e.g. hostile vehicle, suspicious item) considered?		
3. Training & Awareness	Have staff / volunteers completed ACT or equivalent awareness training?		
	Are regular drills or tabletop exercises conducted?		
	Is there a training log or attendance record?		
4. Physical & Procedural Measures	Are emergency exits clearly marked and unobstructed?		
	Is there a procedure for invacuation, evacuation, and lockdown?		
	Are barriers, checks or patrols in place to deter hostile activity?		
5. Incident Management	Are incident response plans accessible and understood?		
	Are stewards briefed with cue cards or situational scripts?		
	Is there a communication plan for public, media and responders?		
6. Document Management & Record Keeping	Is a risk register maintained and regularly updated?		
	Are decisions logged with rationale and time / date stamps?		
	Are training, maintenance and incident records stored securely?		
7. Stakeholder Engagement	Has the organisation engaged with emergency services or Safety Advisory Groups (SAGs)?		
	Are local threats or alerts monitored and acted upon?		
	Is mutual aid or venue-to-venue communication considered?		

Scoring (Optional):

- Yes = Fully met
- No = Gap identified
- N/A = Not applicable to your site or event

Suggested Use:

- Complete quarterly or pre-event
- Keep on file as part of your compliance trail
- Use findings to inform updates to the Compliance Audit and Security Plan