

Setup instructions

Team tasks with drawing sheets, commissioning, safety and pack-up.

- [Setup teams and handoffs](#)
- [Schematics and equipment overview](#)
- [Friday transport and Saturday installation](#)
- [Audio cabling](#)
- [A/V booth and commissioning](#)
- [Loudspeakers](#)
- [Stage and microphones](#)
- [Power distribution](#)
- [Safety, dismantling and references](#)

Setup teams and handoffs

Thank you for helping with the assembly setup on **Saturday, 10 October**. This is the best page to start from. Find your team below, then open that team's page for the detailed instructions.

Before setup:

Everyone helping with installation or dismantling — including helpers who are not normally part of A/V — should **download and review A-149-E (PDF)**. Each A/V keyman will also review the team's [DC-83 job hazard analysis](#) before work begins.

Key times for Saturday

- **08:00** — Meet at the venue for the safety talk and prayer. Keymen then review the DC-83 and work area with their teams.
- **After the talk** — Power, Audio Cabling, Loudspeakers, Stage and A/V Booth begin together.
- **By 12:00** — Installation should be ready to hand over to Alex for commissioning and system tests.
- **By 14:00** — AHEC commissioning should be complete so attendees can enter.

Find your team

Your team page has the drawings and step-by-step instructions.

- [Audio Cabling](#) — **Lacey Cox** ☐
Ruben Martinez; Zabrina Bourgeois; Karina Li; Layo Kirby; TaSanee Kirby; Meyana Barnhart; Ittikorn "Joeu"; Pinja Keskinen; Bethany Mundell; Sebastien Machez
- [A/V Booth](#) — **Micah Phillips** ☐
Mint Phillips; Brendan Coonce
- [Stage](#) — **Jason Kirby** ☐
Gerald Berard; SuMalei Kirby; Matthew Chappelle
- [Loudspeakers](#) — **Corey DeLoach** ☐
Melissa DeLoach; Mike Vigil; Lilia Vigil; Mike Mundell; Malachi Jenkins

- [Power](#) — Jeff Korell ☐☐

April Korell

Come prepared: Wear suitable work shoes and bring work gloves. Follow your keyman's instructions if additional PPE is needed.

If you are also helping with Friday delivery or unloading, see [Friday transport and Saturday installation](#).

If you are unsure which team you are on, please ask JP before starting work.

How teams help each other

Start early on the **booth power, 30 m AMC-3 audio multicore (snake) cable**, the six passive loudspeakers with their **speakON cables**, and the Stage team's **XLR microphone cable runs**. This lets testing begin while smaller tasks are still being finished.

When your team is finished: Stage, Loudspeakers and Power should check with Lacey and help Audio Cabling with the remaining cable work until it is ready for testing.

Keep exits and walkways clear, protect every floor crossing, and ask your keyman if anything in the room does not match the current drawing.

For Sunday, use the [confirmed dismantling teams and instructions](#). Follow the teardown safety meeting and your dismantling keyman.

Schematics and equipment overview

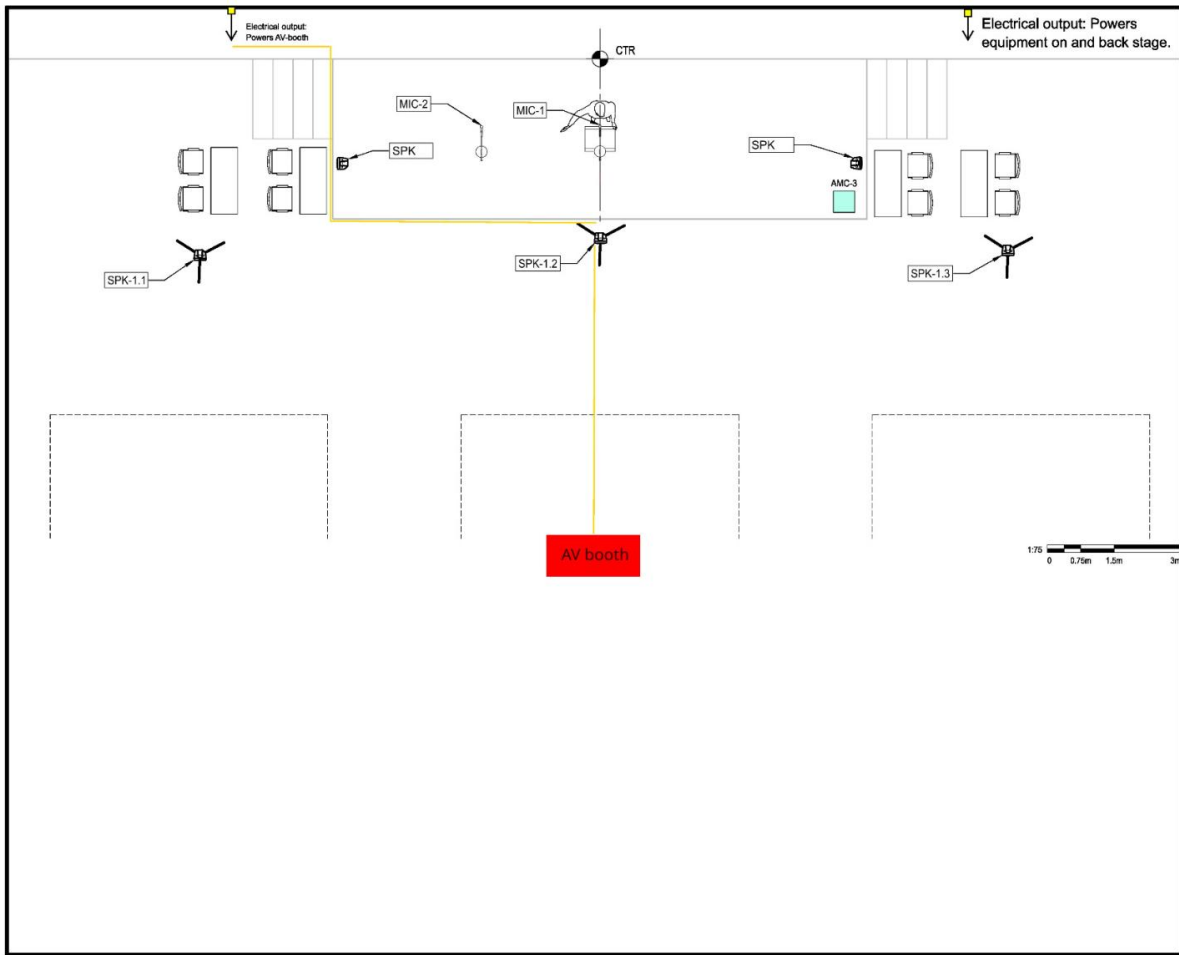
The **CABR-2026 schematic** is the drawing set for this assembly. [Download the full PDF](#). The [October BOM](#) is the equipment list.

If you are a crew member, you do not need to memorize this page. Follow your keyman and your team's short instructions. Keymen use the exact measurements and connections below.

Important:
If the room does not match the drawing, stop and tell JP or Alex. Do not change the design on your own. Any change that affects the approved design must be confirmed through LBD.

Sheet	What it shows	Main teams
1-1	Seating and six passive-loudspeaker positions	Loudspeakers, Audio Cabling, A/V Booth
4-1	Stage microphones, monitors and power routes	Stage, Power, Audio Cabling, Loudspeakers
6-1	A/V booth and audio connections	A/V Booth, Audio Cabling, Stage
6-2	Passive and active loudspeaker connections	Loudspeakers, Audio Cabling, Power

View Sheet 1-1 — seating and loudspeakers



JEHOVAH'S WITNESSES
THAILAND BRANCH
78/12 MU 2, SERTHAI RD, SOI 31
KLONGKUM, BUENGKUM BANGKOK 10240

LOCAL
BROADCASTING
DEPARTMENT

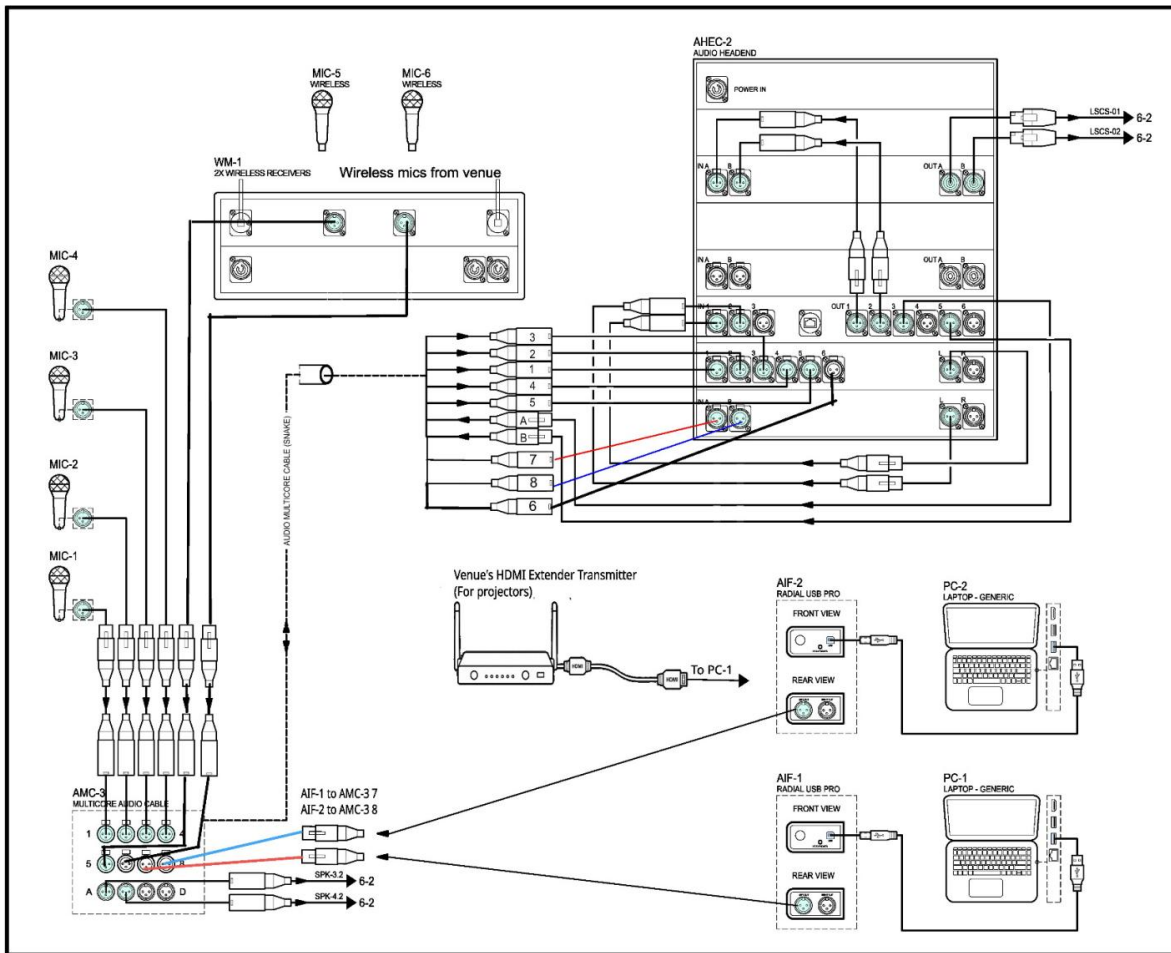
CABR-E
2026

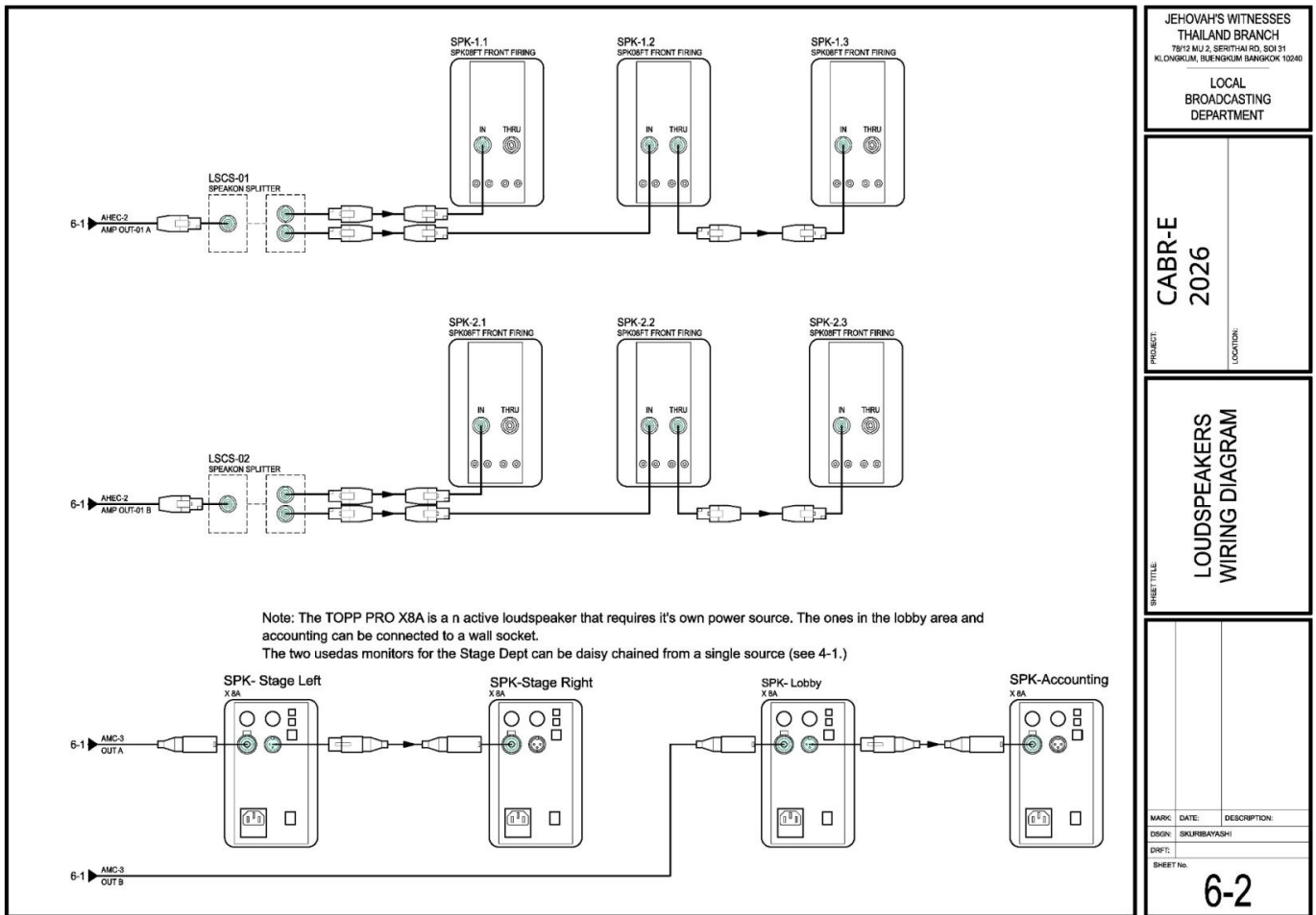
STAGE AREA
LARGE SCALE VIEW

MARK: DATE: DESCRIPTION:
DSGN: SKURBBAYASHI
DFT:
SHEET No.

4-1

View Sheet 6-1 — A/V booth wiring





Heavy cases

Case	Main contents	Weight / handling
AHEC-2/1	Audio rack	25 kg — use a helper
PLS-1	Six passive loudspeakers	150 kg, wheeled — Trucking help on Friday
TP-1	Six speaker tripods	100 kg, wheeled — Trucking help on Friday
ALS-4	Four active loudspeakers	50 kg, wheeled
SES-1	Ten 5 kg sandbags	50 kg total — unload one at a time
MS-1	Microphone stands	30 kg, wheeled
PCS-2	Power equipment	50 kg, wheeled
CPS-1	Cable covers and mats	60 kg, wheeled

Any case over 20 kg needs enough helpers. Roll wheeled cases and close all latches before moving them.

Keyman reference

Item	Arrangement
Passive speakers	Six on TP-1 tripods, about 5° down; normally 2.5 m high, except SPK-1.2 at 2.4 m.
Stage monitors	Two active speakers fed from AMC-3 return A by XLR cable .
Lobby and Accounting	Two active speakers fed from AMC-3 return B by XLR cable .
Microphones	MIC-1-4 use XLR cables to AMC-3 inputs 1-4; the venue wireless receivers use XLR cables to inputs 5-6.
Media computers	Each PC connects to its AIF by USB cable ; AIF-1 connects to AMC-3 input 7 by XLR cable , and AIF-2 to input 8 by XLR cable .
Projectors	PC-1 HDMI cable to the venue HDMI extender transmitter.
DSP outputs	XLR cables: DSP output 3 to AMC-3 return A; output 5 to return B. Output 4 is not used.

The venue also provides at least two wireless microphones and the HDMI extender. Alex arranges the two media computers. These items are not in the BOM.

Friday transport and Saturday installation

Friday, 9 October

Friday crew: JP, Zabrina, Mike Vigil and Lilia Vigil list Friday availability. Lacey Cox is also confirmed to help with unloading.

Trucking contact: Korawat Sungmongkol, Trucking and Equipment overseer.

Time	What happens
16:30	Safety briefing at the venue (6th floor), led by Trucking; time tentative.
16:45	Kingdom Hall truck delivery. Help move the equipment to the 6th-floor hall.
17:45	Bethel (LBD) A/V truck delivery. Count the cases against the October BOM .

Case handling:

Close all latches before moving a case. Roll wheeled cases on a clear route, use the lift, and use enough helpers for loads over 20 kg or bulky items. Wear work shoes and gloves. Move the PLS-1 and TP-1 cases with Trucking's help. Store the cases together, closed and clear of exits in the 6th-floor hall overnight.

If a case is missing or damaged, tell JP. Photograph damage and report it to LBD: 02-821-6620 · InboxLBD.TH@jw.org.

Saturday, 10 October

Time	What happens
08:00	Safety talk and prayer, led by JP. Each keyman then reviews the team's DC-83 and the work area.

After the talk	Power, Audio Cabling, Loudspeakers, Stage and A/V Booth begin together.
Morning	Keymen guide the work. Keep exits clear and protect every floor crossing.
By 12:00	Setup is handed to Alex for commissioning, microphone adjustment, sound checks, media tests and projector tests.
By 14:00	Have the AHEC commissioned so attendees can enter.

The priority is to make the booth power, **30 m AMC-3 audio multicore (snake) cable**, six passive loudspeakers with their **speakON cables**, and **XLR stage-microphone cables** ready early enough for testing.

Team pages: [Audio Cabling](#) · [A/V Booth](#) · [Loudspeakers](#) · [Stage](#) · [Power](#)

Audio cabling

Keyman 	Crew
Lacey Cox	Ruben Martinez; Zabrina Bourgeois; Karina Li; Layo Kirby; TaSanee Kirby; Meyana Barnhart; Ittikorn "Joeu"; Pinja Keskinen; Bethany Mundell; Sebastien Machez

Your team routes, labels and protects the main audio cabling.

Routing and handoff:

Audio Cabling delivers labelled cable ends; the receiving team makes the equipment connections. Stage owns the on-stage XLR microphone cable runs, and Power owns mains cables.

Before starting, meet Lacey, review the team’s [DC-83](#), and open the [schematics](#).

DC-83 — Saturday morning safety review

Reviewed by Ralph Ord on 5 October 2026. [Open the final PDF](#).

Job Hazard Analysis

(Job Hazard Analysis Instructions (DC-83i) must be used while completing this form.)

PROJECT TITLE	CABR-2026-10 Assembly A/V
JOB DESCRIPTION	Audio Cabling - setup and dismantling
JOB LOCATION	Imperial World Samrong - auditorium cable routes
SCHEDULED START DATE	2026/10/10
EMERGENCY NUMBER(S)	093-019-4124 (Program Overseer Bo Nielsen)



JOB STEPS		HAZARDS		CONTROL METHODS	
Move AMC-3 and cable cases		Ergonomic/safety: Heavy CPS-1 case (60 kg); strain or crush injury.		Engineering/Admin: Use wheels and helpers for loads over 20 kg; gloves/work shoes. Assigned to: Lacey Cox	
Pull AMC-3 from stage to booth		Safety: Loose multicore can trip workers or snag.		Engineering/Admin: Keep equipment off; coordinate pull; protect walkway crossings. Assigned to: Lacey Cox	
Route XLR to lobby/Accounting ALS-4 and PLS-1 speaker cables		Safety: Cables may block aisles/exits or damage connectors.		Engineering/Admin: Follow approved routes; cover active-speaker XLR crossings; keep exits clear. Assigned to: Lacey Cox	
Cover, label and check routes		Safety: Raised covers or loose cable can cause falls.		Engineering/Admin: Use CPS-1 covers/mats and CPS-3 carpet; inspect edges. Assigned to: Lacey Cox	
Remove and pack cables after program		Safety: Loose leads and rushed lifting can cause trips/strain.		Admin: Wait for crowd to clear; confirm power off; roll and inventory cables. Assigned to: Lacey Cox	
PREPARED BY JP Bourgeois	DATE PREPARED 2026/09/24	REVIEWED BY Ralph Ord	DATE REVIEWED 2026/10/05	REVISED BY JP Bourgeois	DATE REVISED 2026/10/04

Use additional forms as needed.

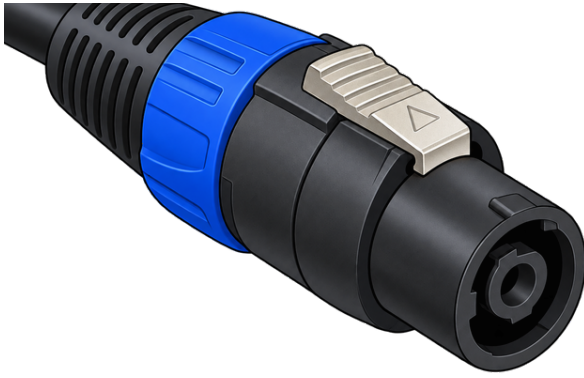
DC-83-E 4/22

Safety:

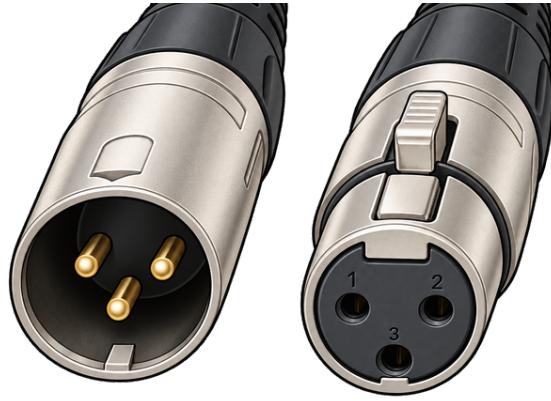
Roll heavy cases and use helpers for loads over 20 kg; wear work shoes and gloves. Keep equipment switched off while pulling the multicore cable. Keep exits and walking paths clear. Accounting is beside the baptism area: agree that route with the Baptism overseer and keep cables and connectors away from wet floors.

☐ Connector quick reference — speakON / XLR

Open this only if you need help identifying the cable ends.

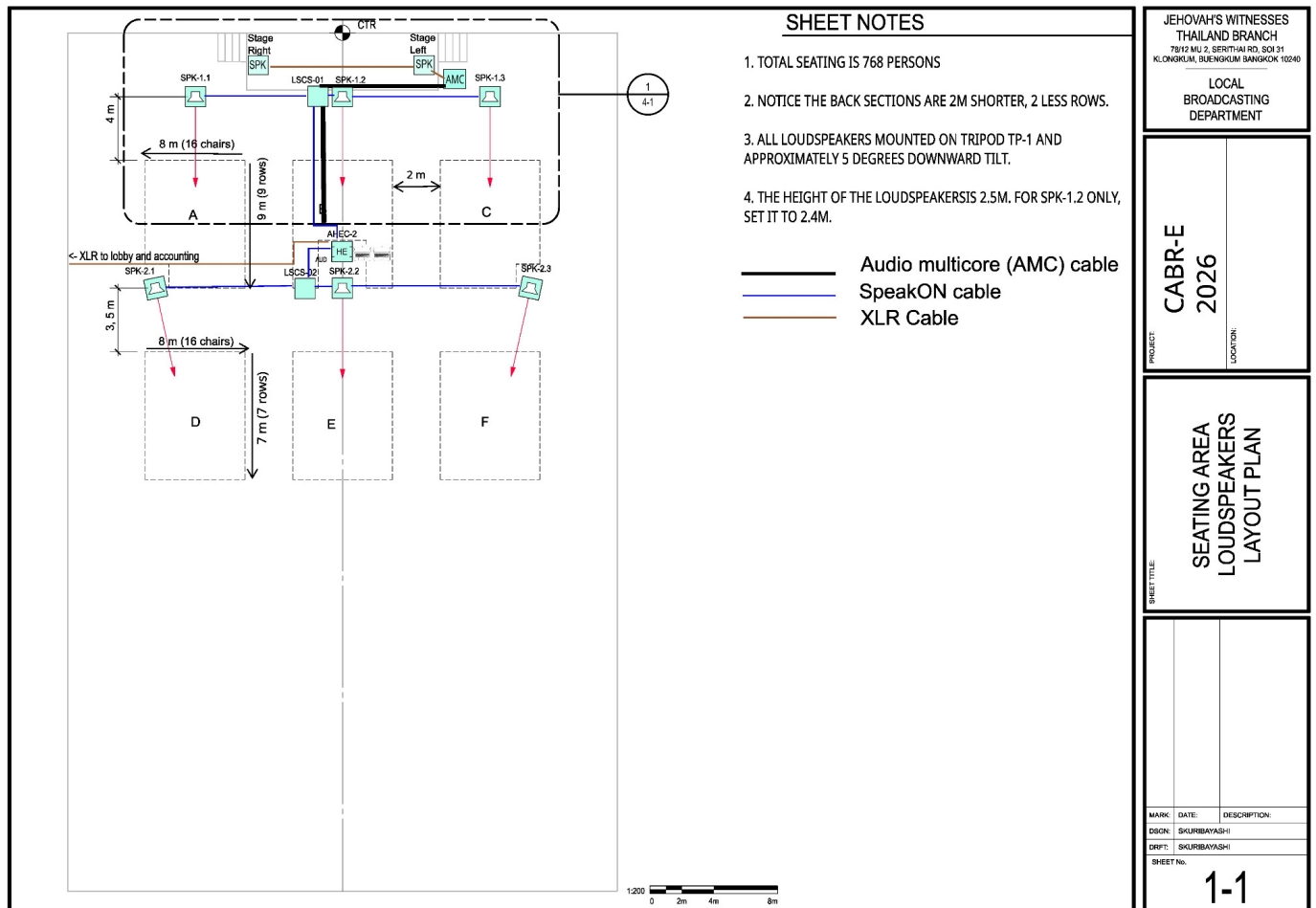


SpeakON cable connector



XLR cable connectors — male / female

Audio Cabling reference — annotated Sheet 1-1. This edited view adds cable routes and stage monitors specifically for the Audio Cabling team; these annotations are not included in the original schematics PDF. Use the original schematics for the full technical drawing set.

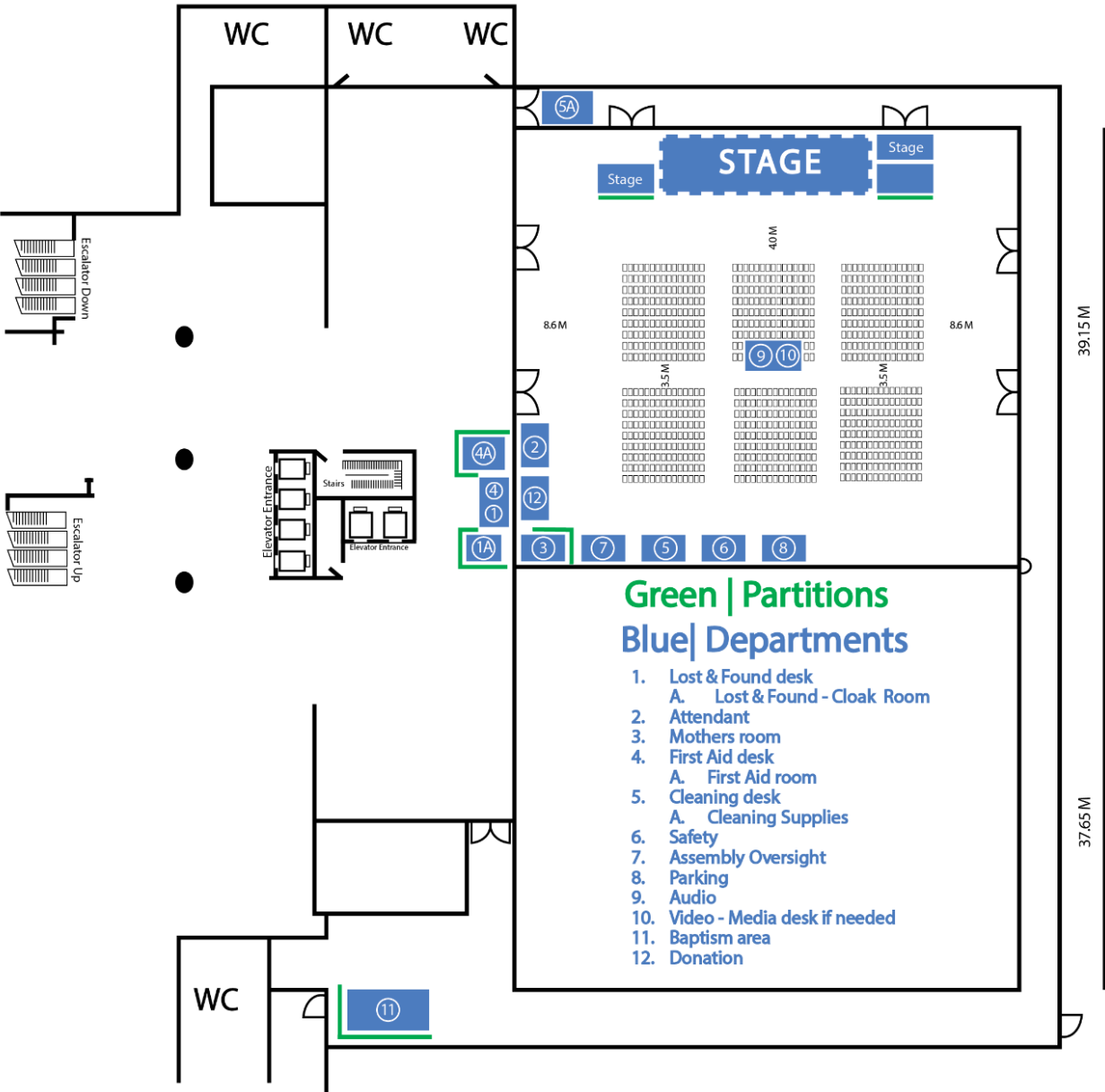


View venue layout — departments and room orientation

Use this only to orient yourself to departments, partitions and room features. Use the CABR schematics for A/V placement.

Imperial World Samrong

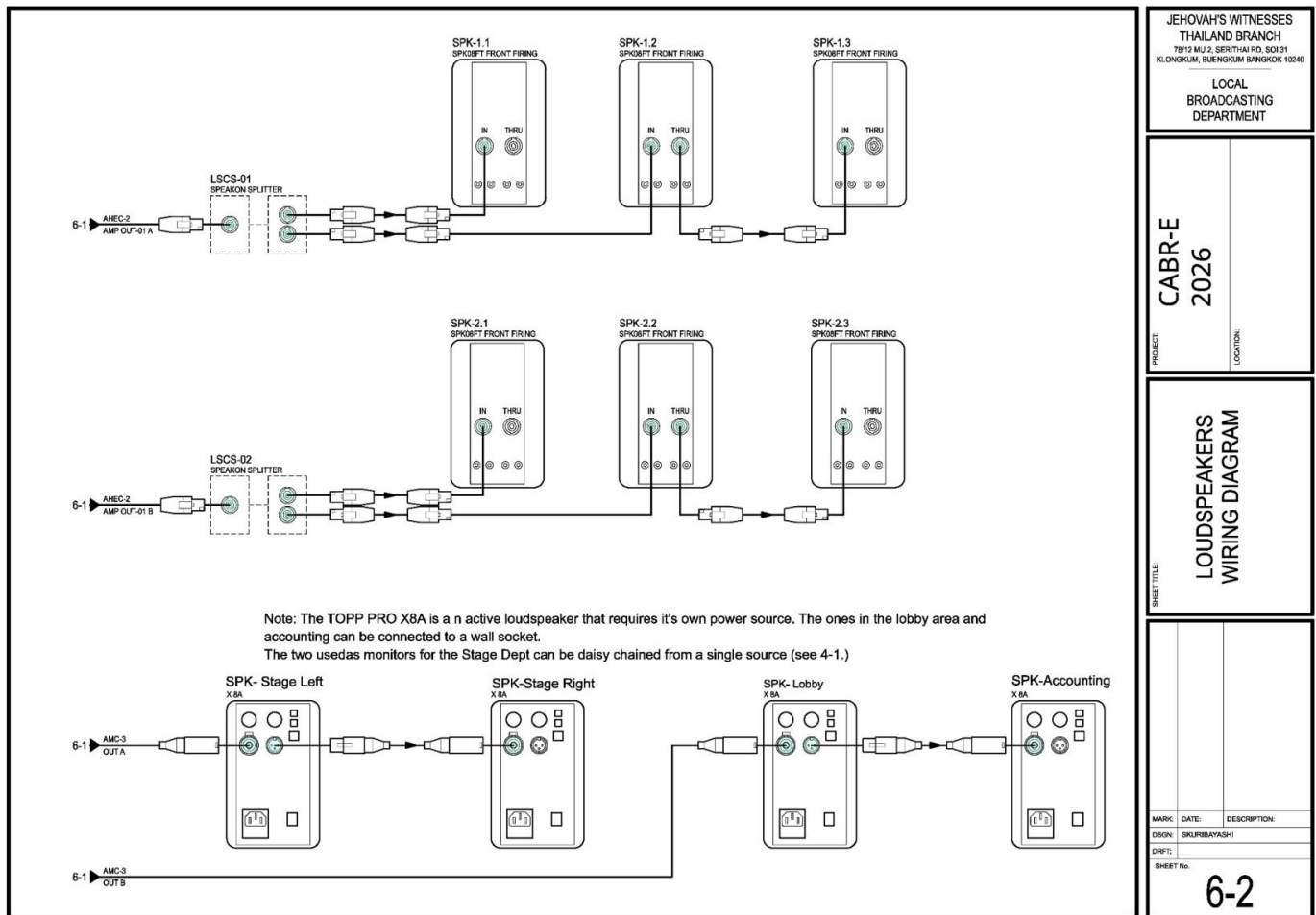
CIRCUIT ASSEMBLY LAYOUT



Seating sections	Width	Length	Rows	Chairs/row
Front	8 m	9 m	9	16
Back	8 m	7m	7	16

Grand total = 768 seats

View Sheet 6-2 — loudspeaker wiring and splitters



What your team does

1. Coordinate the pull with Lacey. Carefully lay the **30 m AMC-3 audio multicore (snake) cable** from stage to booth; avoid sharp bends, protect connectors, and leave both ends ready for Stage and A/V Booth.
2. Run the labelled **speakON loudspeaker cables** to the six passive-speaker positions. **LSCS-01** is the front-group speakON splitter; **LSCS-02** is the rear-group splitter. Leave enough slack and hand each speakON cable to Loudspeakers before the speaker is raised.
3. At the **stage end of the AMC-3 audio multicore (snake) cable**, the two XLR return lines come out as **return A** and **return B**. Route **return A** to the stage monitors and **return B** to the lobby and Accounting. Label and protect the runs, then leave the cable ends for the **Loudspeakers team to connect** to the active speakers.
4. Make the MIC-1-4 XLR cables and AMC-3 handoff ready for Stage. Confirm their routing to AMC-3 inputs 1-4 and labels are complete; help if needed.

- Run labelled **XLR cables** from the venue wireless-receiver location to AMC-3 inputs 5-6, ready for A/V Booth to connect.
- Protect floor crossings with **CPS-1 cable covers/mats or CPS-3 carpet**. Inspect the edges for raised or loose areas before handing over the runs. Help trace any cable that fails its test.

Extra help: When Stage, Loudspeakers and Power finish their own work, they should check with Lacey and help Audio Cabling with the remaining cable work.

Cable routing reminders

- Unroll cables without twists or kinks; keep attached Velcro with the cable.
- Avoid running audio cables parallel to power cables where practical; cross at **right angles**.
- Use only as much tape as needed.
- Before handoff, confirm each cable type, label and destination against the schematic.

For the keyman

Run	Route	Drawing
AMC-3	30 m AMC-3 audio multicore (snake) cable: stage box → AHEC-2 at the booth	4-1, 6-1
Front speakers	speakON cable: Amplifier A → LSCS-01 (speakON splitter) → SPK-1.1 / 1.2 → 1.3	1-1, 6-2
Rear speakers	speakON cable: Amplifier B → LSCS-02 (speakON splitter) → SPK-2.1 / 2.2 → 2.3	1-1, 6-2
Stage monitors	XLR cable: AMC-3 return A → Stage Left → Stage Right	4-1, 6-2
Lobby / Accounting	XLR cable: AMC-3 return B → Lobby → Accounting	6-2

When the protected routes pass their tests, tell Lacey and Alex. For teardown, follow the [confirmed dismantling teams and instructions](#): wait for the audience to clear and the briefing to finish, confirm power is off, then coil and inventory the cables.

A/V booth and commissioning

Keyman ☐☐	Crew	Audio overseer
Micah Phillips	Mint Phillips; Brendan Coonce	Alex Li

Your team sets up the audio rack and the two media computers, connects the venue wireless microphones and projector link, and helps Alex test the complete system.

Media-computer plan: Alex will bring one laptop; Yuri Chaplygin will bring a second laptop as the backup.

Before starting, meet Micah, review the team’s [DC-83](#), and open Sheet 6-1 in the [schematics](#).

DC-83 — Saturday morning safety review
Reviewed by Ralph Ord on 5 October 2026. Open the final PDF .

Job Hazard Analysis

(Job Hazard Analysis Instructions (DC-83i) must be used while completing this form.)

PROJECT TITLE	CABR-2026-10 Assembly A/V
JOB DESCRIPTION	A/V Booth - setup and dismantling
JOB LOCATION	Imperial World Samrong - A/V control booth
SCHEDULED START DATE	2026/10/10
EMERGENCY NUMBER(S)	093-019-4124 (Program Overseer Bo Nielsen)



JOB STEPS		HAZARDS		CONTROL METHODS	
Position AHEC-2 cases and VES-1		Ergonomic/safety: AHEC-2/1 case (25 kg); strain/pinch injury.		Engineering/Admin: Keep cases latched; use wheels and help; set on stable surfaces. Assigned to: Micah Phillips	
Connect AMC-3 and PC interfaces		Safety: Wrong or powered connection can damage equipment.		Admin: Keep systems off until ready; label wires. Assigned to: Micah Phillips	
Set venue wireless converter at booth		Safety: Unsecured VES-1/HDMI leads can trip workers.		Engineering/Admin: Secure and label wires; keep booth route clear. Assigned to: Micah Phillips	
Connect power and test at low level		Electrical/physical: Shock or excessive sound level.		Admin: Inspect cords; connect power only after all connection checks. Assigned to: Jeff Korell (power); Micah Phillips and Alex Li (low-level test/DSP).	
Shut down and pack after program		Electrical/safety: Energized leads and loose cases.		Admin: Crowd clear; shut down before Jeff isolates/disconnects power; then unplug, latch/inventory. Assigned to: Jeff Korell (power); Micah Phillips (booth).	
PREPARED BY JP Bourgeois	DATE PREPARED 2026/09/24	REVIEWED BY Ralph Ord	DATE REVIEWED 2026/10/05	REVISED BY JP Bourgeois	DATE REVISED 2026/10/04

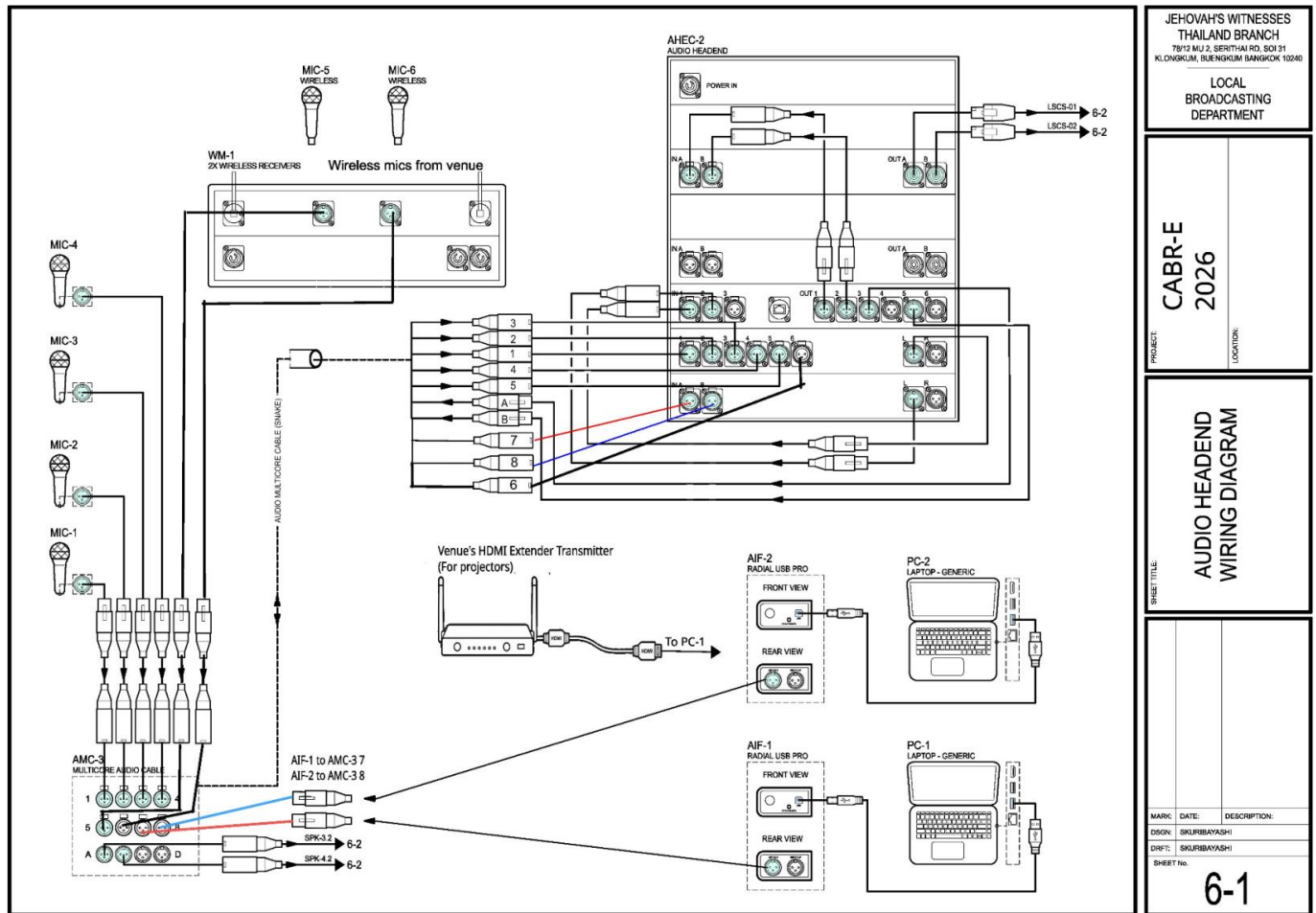
Use additional forms as needed.

DC-83-E 4/22

Safety:

Keep cases latched while moving them; use wheels and a helper for the 25 kg AHEC-2/1 case. Set equipment on stable surfaces and keep the operator route clear. Keep systems switched off while making connections.

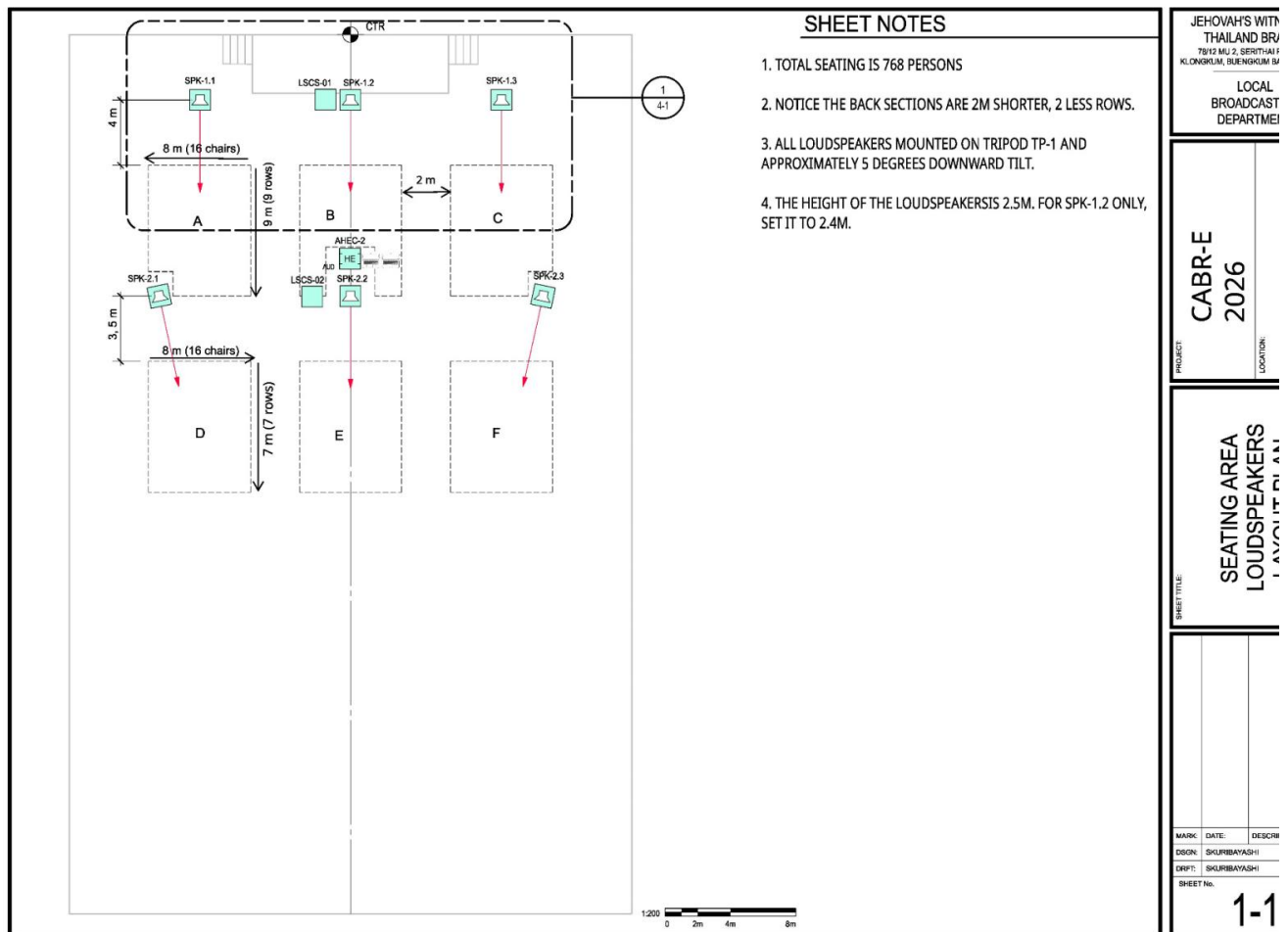
Current CABR-2026 Sheet 6-1 — audio headend wiring



What your team does

1. Set up the AHEC-2 audio rack and the two media computers at the A/V booth.

☐ View Sheet 1-1 — A/V booth location



- Check the labels and connect the booth/headend ends of the **30 m AMC-3 audio multicore (snake) cable**, **speakON passive-speaker output cables** and **XLR active-speaker return cables** as Sheet 6-1 shows. Audio Cabling delivers the ends; the receiving teams connect their equipment.
- Connect each media computer to its AIF by **USB cable**. Then run an **XLR cable** from AIF-1 to AMC-3 input 7 and another **XLR cable** from AIF-2 to input 8. Label both ends.
- Collect the venue wireless microphones and receivers. Audio Cabling brings the **XLR cables** to the receiver and AMC-3 locations; connect the receivers to AMC-3 inputs 5-6.
- Connect the PC-1 **HDMI cable** to the venue's HDMI transmitter. Label the cable and secure it and the transmitter.
- After all connection checks, **Jeff Korell inspects the cords and connects booth power**. Confirm final speaker positions with Corey and Alex before the sound check and keep them unchanged afterward. Micah and Alex switch on, test at low level and commission the system; test the projectors with venue staff.

For Micah, Alex and the operators

Signal	Connection / starting point
--------	-----------------------------

PC-1 / PC-2 audio	USB cable from each PC to its AIF; XLR cables from AIF-1 / AIF-2 to AMC-3 inputs 7 / 8. AIF Mono on; Ground Lift off; gain about 11 o'clock; media-player volume 100%. Fine-tune during the sound check.
Wireless microphones	XLR cables: venue receivers → AMC-3 inputs 5–6; adjust carefully for feedback.
Passive speakers	speakON cables: amplifier output A to the front group; output B to the rear group.
Stage monitors	XLR cable: DSP output 3 → AMC-3 return A → stage monitors.
Lobby / Accounting	XLR cable: DSP output 5 → AMC-3 return B → lobby / Accounting. Output 4 is not used.

Keep food and drinks away from the equipment tables. Personal devices can cause noise, so keep them away from audio equipment if interference is heard.

Use approved media and keep files and outlines private. Get Alex’s approval before connecting the media computers to the internet. Display the theme artwork before each session, during lunch and for about 30 minutes after the program. After the event, delete the media and outlines from both computers as directed.

Commissioning the AHEC-2

For the full commissioning procedure, open [CO-160a](#) and go to **Chapter 3 → Audio Headend → AHEC-2, pages 3-4 → “Commissioning an Audio Installation.” The points below are only a quick guide.**

1. **Connect to the DSP.** Use a laptop with an Ethernet port or adapter and an Ethernet cable. CO-160a shows the network settings and how to connect with the DLM System Control Editor.
2. **Load the starting preset.** Use the LBD preset or the venue/event preset if one is available.
3. **Test each output zone.** Use the approved audio test material and confirm that each output feeds the correct loudspeakers. If an output does not match Sheet 1-1 or 6-2, stop and correct the connection with Alex before continuing.
4. **Check delays and levels.** Use the click track to listen where front and rear zones overlap. Then balance the zones with pink noise and an SPL meter. CO-160a sets **82 dB-SPL** as the maximum target at the seats closest to a loudspeaker.
5. **Make speech clear and stable.** Have several people read at the main microphone. Follow CO-160a to improve speech intelligibility and reduce feedback without making voices sound unnatural.

6. **Finish the whole-system test.** Confirm both media computers, all microphones, every loudspeaker zone, stage monitors, lobby/Accounting feeds and the projector link. Save the final DSP settings when commissioning is complete.

Before attendees are admitted, Alex and the operators should listen from several seating areas and agree on a simple backup plan for a failed microphone or computer.

Follow the [confirmed dismantling teams and instructions](#). After the audience has cleared and the safety meeting has finished, Micah leads system shutdown; **Jeff isolates and disconnects power before the booth team unplugs cables**. Latch and inventory the cases, and return venue equipment to venue staff.

Loudspeakers

Keyman 	Crew
Corey DeLoach	Melissa DeLoach; Mike Vigil; Lilia Vigil; Mike Mundell; Malachi Jenkins

Your team places and aims six passive loudspeakers, two stage monitors and the active speakers for the lobby and Accounting.

Before starting, meet Corey, review the [Loudspeakers DC-83](#), and open Sheets 1-1, 4-1 and 6-2 in the [schematics](#).

DC-83 — Saturday morning safety review

Reviewed by Ralph Ord on 5 October 2026. [Open the final PDF](#).

Job Hazard Analysis

(Job Hazard Analysis Instructions (DC-83i) must be used while completing this form.)

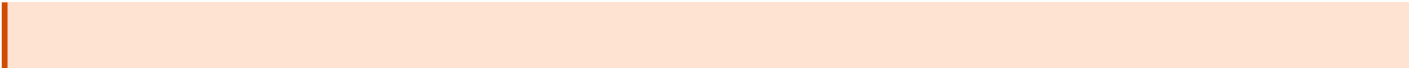
PROJECT TITLE	CABR-2026-10 Assembly A/V
JOB DESCRIPTION	Loudspeakers - setup and dismantling
JOB LOCATION	Imperial World Samrong - auditorium, stage and lobby
SCHEDULED START DATE	2026/10/10
EMERGENCY NUMBER(S)	093-019-4124 (Program Overseer Bo Nielsen)



JOB STEPS		HAZARDS	CONTROL METHODS		
Move PLS-1, TP-1, ALS-4 and SES-1		Ergonomic/safety: Heavy rolling cases, up to 150 kg; crush injury.	Engineering/Admin: Wheel cases on clear route; use enough helpers; gloves/work shoes. Assigned to: Corey DeLoach		
Mount six PLS-1 speakers on TP-1		Safety: Speaker can fall; tripod can tip; legs can trip delegates.	Engineering/PPE: Stable base; one leg forward, two back (see wiki); two-person mount; sandbag, lock and wire before raising; hard hats. Assigned to: Corey DeLoach		
Position tripods and ALS-4 active speakers		Safety: Tripod legs, unstable speakers or cables can obstruct walkways and trip delegates.	Engineering/Admin: Shelter tripods inside chair sections; keep aisles/exits clear. Place ALS-4 per plan; confirm others; secure units and cables. Assigned to: Corey DeLoach		
Confirm final positions, connect and test		Electrical/physical: Damaged leads or high test level.	Admin: Keep off while connecting; coordinate power; check locks/slack. Finalize positions before sound check; do not move afterward. Test low. Assigned to: Corey DeLoach		
Lower and pack after program		Safety: Falling equipment while lowering stands.	Engineering/PPE: Clear area; hard hats; power off; lower before detaching; inventory. Assigned to: Corey DeLoach		
PREPARED BY JP Bourgeois	DATE PREPARED 2026/09/24	REVIEWED BY Ralph Ord	DATE REVIEWED 2026/10/05	REVISED BY JP Bourgeois	DATE REVISED 2026/10/04

Use additional forms as needed.

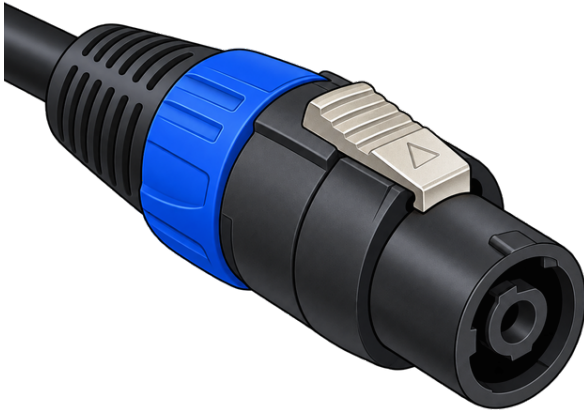
DC-83-E 4/22



Safety:

Use two people to mount or remove a loudspeaker. Wear hard hats while working with raised speakers. Keep hands clear of moving parts. Connect the **speakON cable before raising**, and check every lock is secure before letting go.

□ What a speakON connector looks like



speakON cable connector

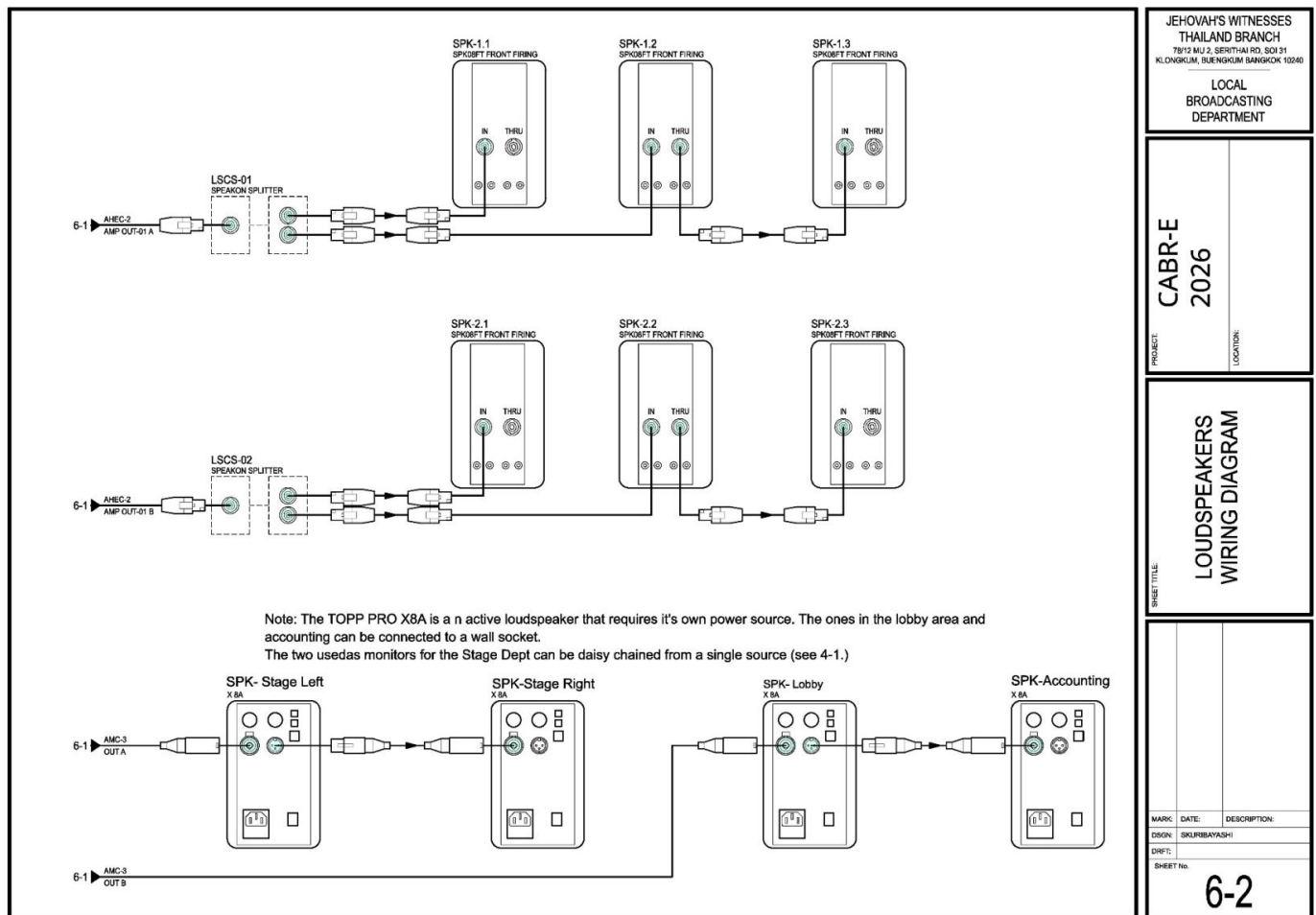
What your team does

1. With Corey, mark the six passive-speaker positions from Sheet 1-1. Keep exits and walking paths clear.
2. Set up the passive speakers using the quick guide below; complete each as far as practical before moving on.
3. Place the two stage monitors on the stage floor as shown on Sheet 4-1. Agree the exact positions with Stage.
4. Place the lobby and Accounting active speakers on stable surfaces near safe wall sockets. These speakers do not use the passive-speaker tripods.
5. For all active speakers: the labelled **XLR return cables** start at the **stage end of the AMC-3 audio multicore (snake) cable**. **Return A** feeds the stage monitors; **return B** feeds the lobby and Accounting. Audio Cabling routes and labels these runs; **your team connects them to the active speakers**. Power handles mains connections. Confirm both handoffs and final positions with those teams before final placement and testing. Keep connections accessible and cables clear of walking paths and wet areas.
6. Test every speaker with A/V Booth and walk the seating area with Alex. Adjust audio levels only as directed.

Set up each passive loudspeaker — CO-160a quick guide

These steps come from **CO-160a Chapter 3, Tripods (TP-1), pages 5-6, Figures 58-59**. Use the current CABR-2026 drawings for the actual speaker position, height and aiming.

Current CABR-2026 Sheet 6-2 — loudspeaker wiring



1. Open and secure the tripod — Figure 58

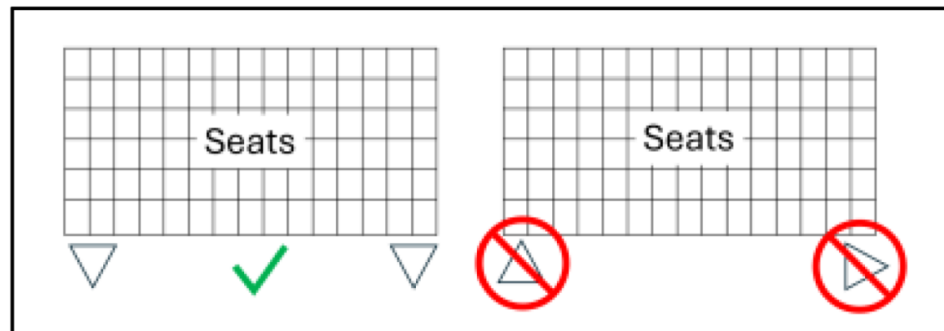
- On an even, stable surface, loosen leg clamping screw ①. Open the legs until cross braces ② are horizontal, then retighten.
- Keep one leg forward and two at the back, with the loudspeaker's tilt above the forward leg (as mentioned in the DC-83.)

View tripod orientation image

This image illustrates tripod leg orientation only. The chair blocks do **not** represent actual placement relative to chairs; use Sheet 1-1 and Corey's agreed layout.

3.7.1. Align speaker stands to avoid tripping hazards

The speaker stands have large tripod legs that present a tripping hazard. Early in setup work closely with the AV Team to ensure the positioning of these tripod speaker stands is optimized for foot traffic to prevent tripping.



- Add the **5 kg sandbags** Corey assigns.

View CO-160a Figure 58 — TP-1 tripod

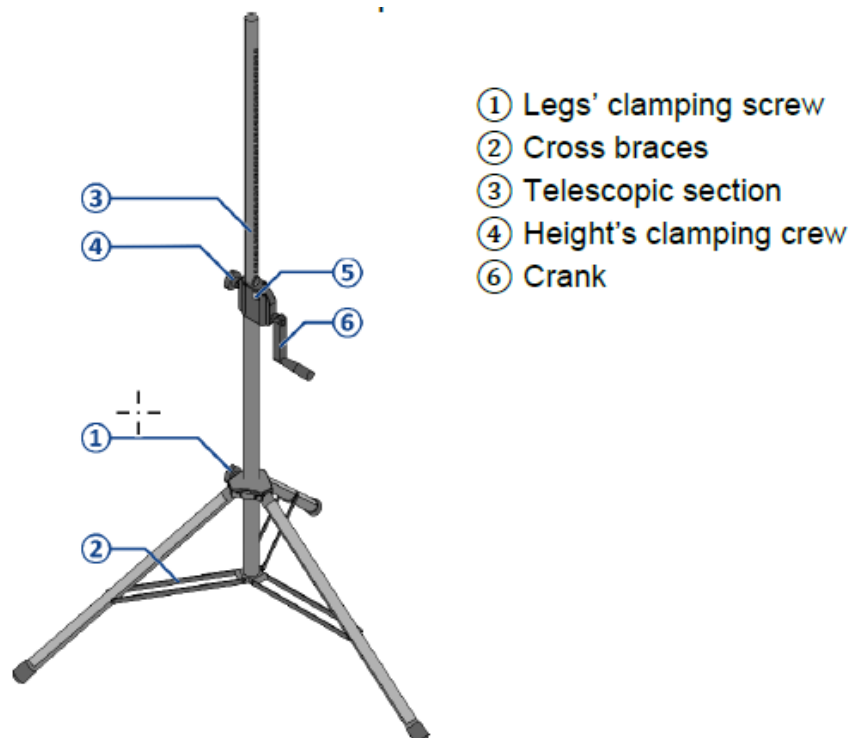


Figure 58. Tripod.

2. Mount and aim the loudspeaker — Figure 59

- Set the adapter to about **5° downward** and tighten upper clamping screw ⑦. Turn lock ring ⑤ toward **OPEN**.
- With **two people**, mount the loudspeaker on the adapter.
- Turn lock ring ⑤ toward **CLOSE** until secure, then aim according to the current CABR-2026 drawing.

□ View CO-160a Figure 59 — tilt/angle adapter

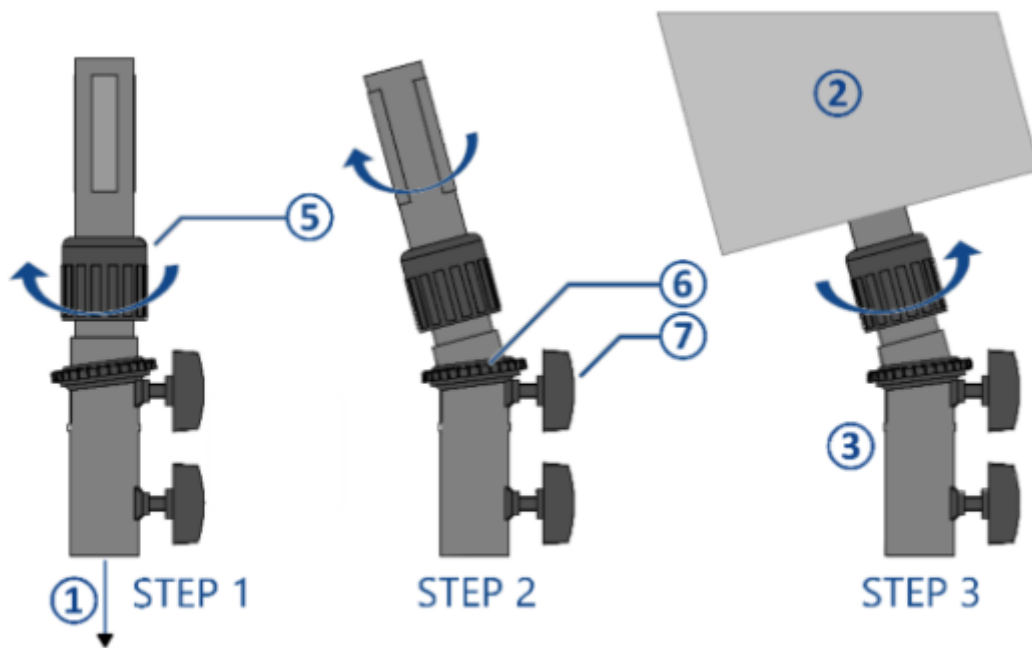


Figure 59. Tilt adapter.

3. Connect the speakON cable before raising

- Connect the correct labelled **speakON cable** from Audio Cabling **before raising the loudspeaker**.
- Leave enough slack to avoid pulling on the connector; keep the cable clear of the tripod mechanism and walkways.
- If the cable is not ready, leave the tripod lowered and return to it later.

4. Raise and lock the tripod — Figure 58

- Loosen height clamping screw ④. Hold button ⑤ while turning crank ⑥ to raise telescopic section ③ to the height in the table below.
- Release button ⑤ and continue cranking until the safety pin clicks into place.
- Tighten height clamping screw ④.
- Check the tripod, adapter, loudspeaker, sandbags, **speakON cable** and all locks before moving away.

For the keyman

Group	Position and height	Aim — about 5° down
Front: SPK-1.1, 1.2, 1.3	About 4 m from the first row; normally 2.5 m high, with 1.2 at 2.4 m	Toward sections A, B and C
Rear: SPK-2.1, 2.2, 2.3	About 3.5 m from the first row; 2.5 m high	Toward sections D, E and F

If a raised speaker is above a walkway, keep at least 2.1 m clear underneath or use a barrier.

When your speaker work is finished: Check with Lacey and help Audio Cabling with the remaining cable work.

Roll the heavy PLS-1, TP-1 and ALS-4 cases with enough helpers. See [Safety, dismantling and references](#) for Sunday's confirmed assignments and sequence. Wait until the audience has left, power is off and the teardown briefing is finished. Lower the tripod completely before two people remove the loudspeaker.

Stage and microphones

Saturday stage setup

Keyman ☐☐	Crew	Stage overseer
Jason Kirby	Gerald Berard; SuMalei Kirby; Matthew Chappelle; Cameron Korell	Jeff Korell

Your team prepares the stage microphones and stands, runs the on-stage XLR microphone cables, and helps participants use the microphones correctly.

Before starting, meet Jason, review the team’s [DC-83](#), and open Sheets 4-1 and 6-1 in the [schematics](#).

DC-83 — Saturday morning safety review
Reviewed by Ralph Ord on 5 October 2026. Open the final PDF .

Job Hazard Analysis

(Job Hazard Analysis Instructions (DC-83i) must be used while completing this form.)

PROJECT TITLE	CABR-2026-10 Assembly A/V
JOB DESCRIPTION	Stage CW - setup and dismantling
JOB LOCATION	Imperial World Samrong - stage
SCHEDULED START DATE	2026/10/10
EMERGENCY NUMBER(S)	093-019-4124 (Program Overseer Bo Nielsen)



JOB STEPS		HAZARDS	CONTROL METHODS		
Clear tape and mark stage positions		Safety: Trips or falls at stage edge; shared work area.	Elimination/Admin: Remove loose tape; mark edge; coordinate crews and keep access clear. Assigned to: Jason Kirby		
Move MS-1 and set floor stands		Ergonomic/safety: 30 kg case; strain, pinch or tipping.	Engineering/Admin: Use wheels/help for case; set stands firmly; work shoes. Assigned to: Jason Kirby		
Route XLR from microphones to AMC-3		Safety: Cables across stage can cause trips or damage.	Engineering/Admin: Keep equipment off; route at edge; tape crossings; connect XLR first. Assigned to: Jason Kirby		
Check stands and test microphones		Safety/physical: Unstable stands or loud sound check.	Admin: Secure stands/slack, keep paths clear, coordinate low-level booth test. Assigned to: Jason Kirby		
Remove and pack stage equipment		Safety: Stage edge and loose leads during teardown.	Admin: Wait for crowd to clear; power off; work back from edge and inventory. Assigned to: Jason Kirby		
PREPARED BY JP Bourgeois	DATE PREPARED 2026/09/24	REVIEWED BY Ralph Ord	DATE REVIEWED 2026/10/05	REVISED BY	DATE REVISED

Use additional forms as needed.

DC-83-E 4/22

Safety:

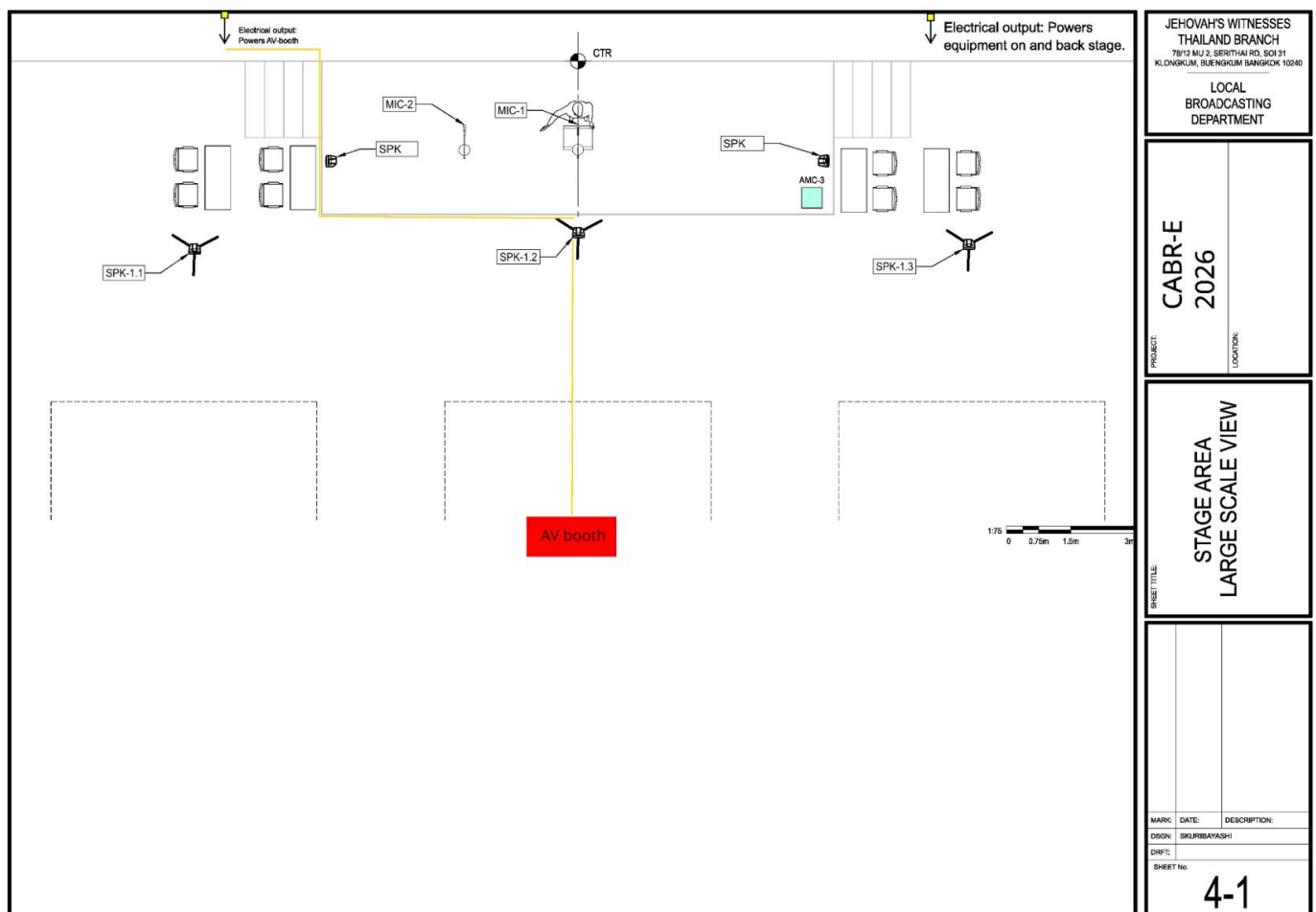
Watch the stage edge and keep access clear. Coordinate with Power and Loudspeakers in the shared work area. Roll the 30 kg MS-1 case with helpers and wear work shoes. Keep equipment switched off while connecting the XLR cables.

What XLR connectors look like



XLR cable connectors — male / female

Main reference — Sheet 4-1. Use it for microphone, lectern and stage-monitor positions and on-stage cable routes.



What your team does

1. Remove old or loose tape and mark the stage edge. Confirm the lectern, participant and microphone positions with Jeff.
2. Run the four **XLR microphone cables** between AMC-3 inputs 1–4 and the microphone positions. Confirm the handoff, routes and labels with Audio Cabling; ask for help if needed.
 - If the XLR cable has attached Velcro, open it and **roll the cable off**; do not remove the Velcro.
 - Route the XLR cables neatly along the stage edge and **away from participant walking paths**.
 - Where practical, do not run XLR audio cables parallel to power cables. If they must cross, **cross at right angles**.
 - Use only small pieces of tape where needed, and use proper cable protection anywhere an XLR cable crosses or enters a walkway.
 - Label each XLR cable at the AMC-3 end and again near its microphone position.
3. Connect each **XLR microphone cable** to its assigned AMC-3 input (1–4) and to the matching microphone before mounting the microphone. Set each stand firmly and tape the cable flat, away from the stage edge.
4. Agree the two stage-monitor positions with the Loudspeakers team.
5. Check stand stability and cable slack, then test every microphone position at low level with Alex and A/V Booth. Train the stage assistants on microphone placement and handoffs, including the venue wireless microphones.
6. Attend the program walk-through and follow the [S-343 Stage Layout](#) for chairman microphone positions, participant entry and exit, interviews, demonstrations and other stage cues. Before each participant goes on stage, give the required reminders from CO-160 Appendix F and confirm where the participant should stand or sit.

Sunday program assignments

Position	Morning	Afternoon
Stage key man	Jason Kirby	Matthew Chappelle
Chairman side mic (Stage right)	Gerald Berard	Corey DeLoach
Chairman side headset (Stage right)	Jason Kirby	Matthew Chappelle
Participant side mic (Stage left)	Ruben Martinez	Josh Norton
Participant side headset (Stage left)	Mike Vigil	Jeff Korell

Microphone positions

Microphone	Position	AMC-3 input
MIC-1	Lectern	1
MIC-2	Floor stand beside the lectern	2
MIC-3 and MIC-4	As Jeff directs	3 and 4
Venue wireless microphones	Roving use as assigned	Receivers on 5 and 6

Baptism arrangements and the exact positions for experiences are confirmed at the program walk-through.

When your stage setup is finished: Check with Lacey and help Audio Cabling with the remaining cable work.

Sunday dismantling

Stage dismantling keyman: Jeff Korell. Crew: Gerald Berard, SuMalei Kirby, Matthew Chappelle and Cameron Korell. See the [full dismantling team roster](#). Wait for the audience to clear and the teardown briefing to finish; confirm power is off. Work back from the stage edge while removing microphones, tape and stands, and inventory the equipment as it is packed.

Power distribution

Keyman 	Crew
Jeff Korell	April Korell

Your team safely runs mains power to the A/V booth, the stage, and the active loudspeakers. Audio Cabling handles audio cables.

Before starting, review the team’s [DC-83](#) and Sheet 4-1 in the [schematics](#).

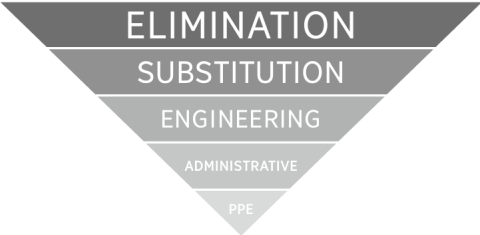
DC-83 — Saturday morning safety review

Reviewed by Ralph Ord on 5 October 2026. [Open the final PDF.](#)

Job Hazard Analysis

(Job Hazard Analysis Instructions (DC-83i) must be used while completing this form.)

PROJECT TITLE	CABR-2026-10 Assembly A/V
JOB DESCRIPTION	Power CW - setup and dismantling
JOB LOCATION	Imperial World Samrong - booth, stage and audience power
SCHEDULED START DATE	2026/10/10
EMERGENCY NUMBER(S)	093-019-4124 (Program Overseer Bo Nielsen)

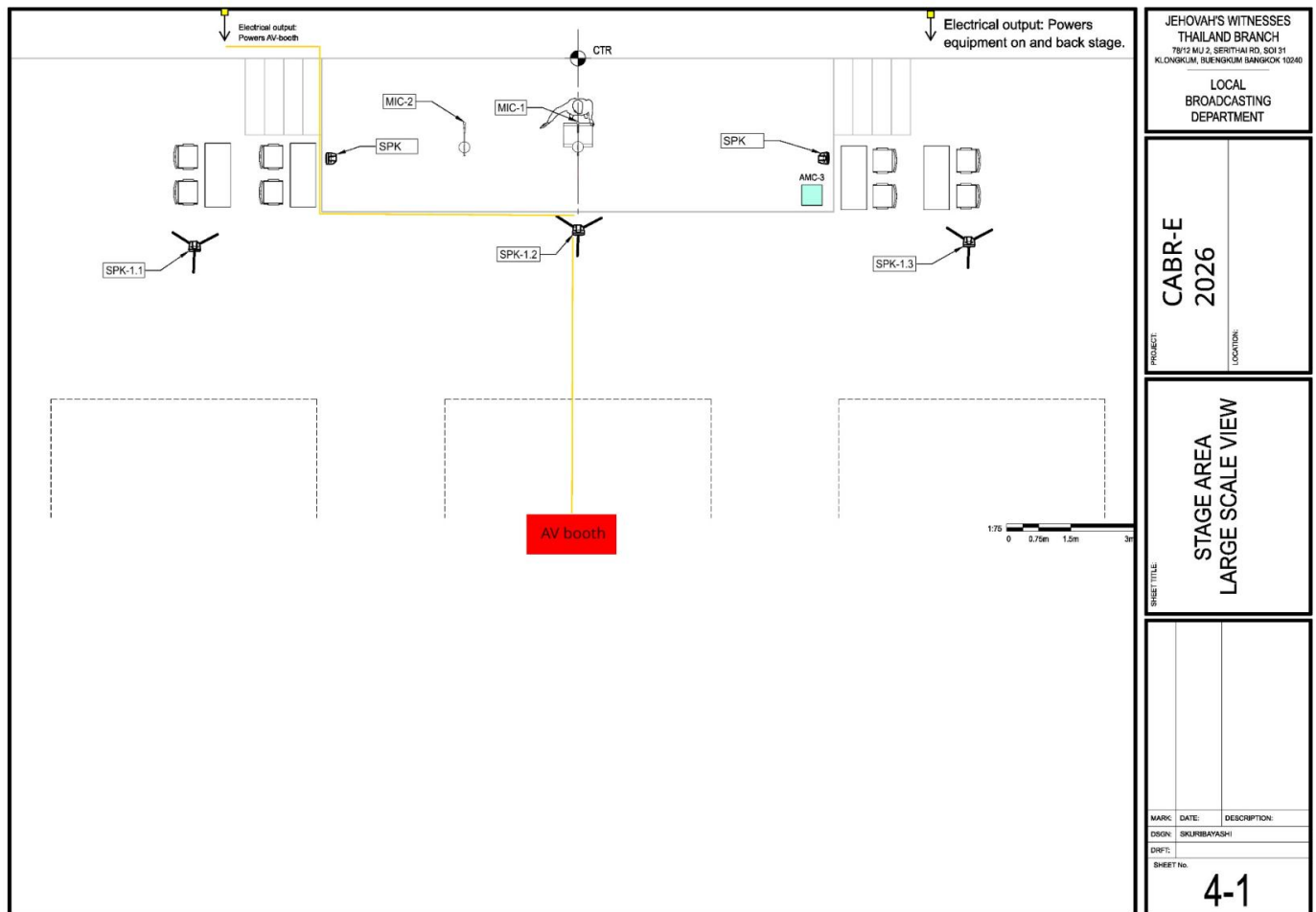


JOB STEPS		HAZARDS	CONTROL METHODS		
Move PCS-2 power case		Ergonomic/safety: 50 kg rolling case; strain or crush injury.	Engineering/Admin: Use wheels, a clear route and helpers; gloves/work shoes. Assigned to: Jeff Korell		
Route booth, stage and audience power		Electrical/safety: Damaged cords, wet areas or trip hazards.	Elimination/Engineering: Reject damaged cords; keep clear of wet/baptism areas; cover crossings. Assigned to: Jeff Korell		
Connect to approved supply		Electrical: Shock, incorrect supply or overload.	Admin: Qualified person if panel work is needed; verify rating; no altered ground/overload. Assigned to: Jeff Korell		
Inspect and hand over circuits		Electrical/safety: Unexpected energization or loose covers.	Admin: Check routes/circuits; keep exits clear; tell teams before energizing. Assigned to: Jeff Korell		
Deenergize and remove after program		Electrical/safety: Shock or trips during rushed teardown.	Admin: Wait for crowd; power off before removal; qualified person for panel; inventory. Assigned to: Jeff Korell		
PREPARED BY JP Bourgeois	DATE PREPARED 2026/09/24	REVIEWED BY Ralph Ord	DATE REVIEWED 2026/10/05	REVISED BY	DATE REVISED

Use additional forms as needed.

DC-83-E 4/22

Main reference — Sheet 4-1. Use it for venue outlets, stage power, stage monitors and the route to the A/V booth.



Safety:

Roll the 50 kg PCS-2 case on a clear route with helpers; wear work shoes and gloves.

Electrical work: Only a qualified person performs panel work or other work requiring a qualification. Never alter an equipment ground. Set aside damaged cords, avoid overloaded circuits, and keep power away from the baptism area and wet floors.

What your team does

1. Confirm the two approved venue outlets on Sheet 4-1 and verify supply ratings against the expected loads. Agree routes with Stage and Audio Cabling before laying mains cables through their work area.
2. From the left outlet, run the booth supply along the stage front and down the centre route to the A/V booth.
3. From the right outlet, run power for stage equipment, including both stage monitors. Coordinate final connections with Stage and Loudspeakers.
4. Confirm safe wall sockets for the lobby and Accounting speakers; run their mains supply and coordinate final connections with Loudspeakers.

5. Protect every floor crossing and inspect circuits, routes and cover edges; keep exits and participant paths clear. **Tell the teams before energizing any supply.** Jeff connects booth power only after A/V Booth's connection checks.
6. When power work is safely complete, check with Lacey and help Audio Cabling with the remaining cable work and floor crossings.

Where practical, keep mains power separate from audio cables; cross at **right angles** where they meet.

The venue wireless receivers at the stage may also need power; confirm this with the venue technician.

Follow the [confirmed dismantling teams and instructions](#). After the audience has cleared and the safety meeting has finished, let the teams shut down their equipment. **Jeff isolates and disconnects power before cords are removed.** Use a qualified person for panel work and inventory the power equipment.

Safety, dismantling and references

Your safety matters more than any deadline. The detailed guidance is in CO-160 Chapter 6, A-149, and each team's [DC-83 job hazard analysis](#).

Contact	Name / information
Emergency	093-019-4124 — Bo Nielsen, assembly overseer
First aid	First Aid desk — Kye Hadley
Safety overseer	Ralph Ord

During delivery and setup

- Attend the safety briefing and your keyman's DC-83 review. Know the nearest exit and keep all exits and walkways clear.
- Use enough helpers for anything over 20 kg or bulky. Roll wheeled cases. Wear work shoes and gloves; use hard hats for raised-speaker work.
- Close case latches before moving equipment. Inspect cables, cover floor crossings and check cover edges for raised or loose areas.
- Keep tripods level, locked and sandbagged. Connect the **speakON loudspeaker cable** before raising a speaker and keep others clear.
- Report an incident, near miss, damaged item or unsafe condition immediately. Stop work if something is unsafe.
- Keep food and drinks away from A/V equipment.

Sunday dismantling

Use the dismantling teams below and follow your keyman after the teardown safety meeting.

Dismantling team	Keyman	Crew
------------------	--------	------

Cabling (Video and Audio)	Lacey Cox	Ronan Gav Budd; Ruben Martinez; Layo Kirby; TaSanee Kirby; Meyana Barnhart; Marcel Lewandowski; Adam Brier; Kassander Jensen; Pinja Keskinen; Yuri Chaplygin; Bethany Mundell; Sebastien Machez
A/V Booth	Micah Phillips	Mint Phillips; Dern; Brendan Coonce
Stage	Jeff Korell	Gerald Berard; SuMalei Kirby; Matthew Chappelle; Cameron Korell
Loudspeakers	Corey DeLoach	Melissa DeLoach; Mike Vigil; Lilia Vigil; Mike Mundell; Malachi Jenkins
Packing	Jason Kirby	Zabrina Bourgeois; Karina Li; April Korell

Cabling: Also gather the rugs used to secure cable runs.

1. Note the actual program end. Let the audience leave. The teardown safety meeting and prayer begins 30 minutes after the actual end; wait for it before starting.
2. The meeting leader will name the teams, keymen, packing area and work order. Shut down equipment; Jeff isolates and disconnects power before anyone unplugs cables.
3. With two people wearing hard hats, lower each tripod completely before removing its loudspeaker. Remove stands, microphones, cables and covers without creating trip hazards. Return venue equipment to venue staff.
 - Coil XLR cables and other audio cables neatly. Do not wrap them around your elbow; avoid twists and sharp bends, and keep any attached Velcro with the cable.
4. Bring every item to the packing area. Packing checks each item against the [October BOM](#) before cases go to the truck. Put each item back in its correct box; cable colour tags match the box. Before leaving, make one quick check of the work area for anything left behind.
5. Report and photograph damage. Close every latch, and strap wheeled cases in the truck rather than relying on the wheel locks.

Reference links

- [Shared crew folder](#)
- [Live roster](#)
- [DC-83 job hazard analyses](#)
- [CABR-2026 schematic PDF](#)
- [October equipment BOM](#)
- [Official English program](#)

Thank you for your loving support and careful work.