



Environmental Health & Safety Policy & Procedure #24

TITLE: **Fireworks, Pyrotechnics and Flame Effects**

OBJECTIVE AND PURPOSE: The goal of this policy is to provide guidelines and procedures for the use, storage or handling of fire works, pyrotechnics or open flame effect displays on FAU property or in FAU-related events.

Florida Atlantic University is committed to the health and safety of its students, faculty and staff and visitors. This policy establishes a firework, pyrotechnics or flame effect display approval process for the FAU campus that will:

- o Facilitate communication with relevant cities and FAU campus units
- o Meet regulatory compliance
- o Provide continuity and consistency across campuses in the use of fireworks, pyrotechnics or flame effect displays.
- o Ensures that adequate insurance requirements are in place by the vendor providing the pyrotechnics.

POLICY STATEMENT This policy establishes the standards for approval, use of fireworks and other incendiary devices. University student organizations, departments, units or third party event organizers that request the use of fireworks, pyrotechnics or flame effect displays on University property or in conjunction with FAU-related events must successfully complete the authorization process and are hereafter referred to as the “sponsoring organization.”

SCOPE This policy and related procedures set forth the standards and responsibilities for the application and approval of the use of displays of pyrotechnics and flame effects at Florida Atlantic University, including but not limited to, ceremonies, conferences, banquets, science demonstrations, parades, theatrical or concert performances.

DEFINITIONS

Fireworks

- ◆ Any composition or device for the purpose of producing a visible or audible effect for entertainment purposes by combustion, deflagration, or detonation as defined in NFPA Standard 1123. Fireworks are for outdoor use.

Pyrotechnics

- ◆ Any device containing a chemical mixture that produces visible or audible effects for a proximate audience by combustion, deflagration, or detonation as defined in NFPA Standard 1126. Pyrotechnics for proximate audience are for indoor use.

Flame Effects

- ◆ The combustion of flammable solids, liquids, or gases to produce thermal, physical, visual, or audible phenomena before an audience as defined in NFPA Standard 160. Flame effects can be for indoor or outdoor use.

| | | | |
|---------------------------|---------------------|----------------|------------------------|
| Issued By: Bradley/Gelata | Date Issued: 6/2010 | Date Revised: | Effective Date: 6/2010 |
| | | | |
| APPROVED: | Vice President | Assistant V.P. | Director |

**DEFINITIONS
Continued....**

Display Operator

- ◆ The display operator is a licensed person or company responsible for the operation and safety of displays as contracted by the sponsoring organization. A display operator must hold a valid pyrotechnics license from a state that Florida Atlantic University recognizes as a credible licensing authority. Only individuals licensed to handle fireworks, pyrotechnics or flame effect displays will be approved. The individual or company responsible for transportation of display materials must have a valid Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) card and be in compliance with U.S. Department of Transportation (DOT) requirements.

Sponsoring Organization

- ◆ The sponsoring organization is the organization (i.e. university student organization, departments, units or third party event organizers) that is responsible for contracting with an authorized display operator to provide fireworks, pyrotechnics and/or flame effects.

Insurance

- ◆ In accordance with the policies and procedures of Florida Atlantic University, all display operations must be adequately insured. The display operator must carry insurance and provide an insurance certificate with the required limits and with a company that is acceptable to the University Risk Manager. The required insurance certificate is to be delivered to the university within seven (7) days prior to the scheduled event; otherwise the event may be cancelled at the university's discretion.

Display Approval

- ◆ All requests for displays on FAU property or in conjunction with an FAU-related event must be submitted to The FAU Department of Environmental Health and Safety and must be approved by:
 - University Risk Manager
 - Office of Event Management and/or Department of Space Utilization & Analysis
 - FAU Police
 - State Fire Marshall
- ◆ In order to ensure adequate time for the approval process, application must be submitted at least six weeks prior to the event.
- ◆ Only the Display Operator's pyrotechnics technicians and licensed staff shall handle and launch the pyrotechnics. Use of remote ignition systems that are not under the direct control of the on-site operators shall not be permitted.

RESPONSIBILITY

ACTION

**SPONSORING
ORGANIZATION**

The sponsoring organization must complete either a ***Request for Use of Pyrotechnics Before a Proximate Audience (Attachment "A")*** or ***Request For Use of Flame Effects Before an Audience (Attachment "B")*** and submit it to EH&S. Organizations are responsible for understanding and abiding by the applicable policies and procedures. In addition the organizations must;

- Provide the potential display operator with FAU insurance requirement information
- Arrange for FAU Police to provide services for the display
- Provide for adequate cleanup of the display site within 24 hours of the display and return site to its pre-event condition.

DISPLAY OPERATOR

- ◆ Provide a copy of their applicable licenses, a certificate of insurance and material safety data sheets for the products(s) being used
- ◆ Provide information concerning the disposal of by-products from displays
- ◆ Perform a post-display inspection of exterior grounds or interior areas confirming that no unexploded devices or debris remain
- ◆ Assume sole responsibility for the disposal of such by-products from displays in compliance with Federal, State and University requirements

EH&S and UNIVERSITY POLICE

- ◆ Will review display application, diagram of the display/ shooting area and any specific requirements related to the display and coordinate approval with the local authorities having jurisdiction.

RISK MANAGEMENT

- ◆ University Risk Manager will review and approve display operator's certificate of insurance and assess the risk associated with each event and provide information to EH&S.

OFFICE OF EVENT MANAGEMENT/ SPACE UTILIZATION & ANALYSIS

- ◆ Will authorize the use of the facility or property after ensuring proper documents are on file (i.e. Facilities Use Agreement).

REFERENCE

NFPA Standard 160
NFPA Standard 1123
NFPA Standard 1126
PM 60 - Use of University Property and Facilities

ATTACHMENTS

Request For Use of Pyrotechnics Before Proximate Audience – Attachment “A”
Request For Use of Flame Effects Before an Audience – Attachment “B”



Request For Use of Pyrotechnics Before a Proximate Audience

Name of person, group or organization sponsoring the production

Date(s) and Time(s) of the production Exact location of the production

Number and types of pyrotechnic devices and material to be used

Person in charge of firing the pyrotechnics Pyrotechnics License ID (if applicable)

Qualifications / Experience of the pyrotechnics operator(s)

Applicable State and Federal license(s) held by operator

Number and types of pyrotechnics devices to be used

Manner & place of storage for the pyrotechnic materials & device

Certification

My signature below certifies that the set, scenery, and rigging materials are inherently flame-retardant or have been treated to achieve flame retardancy, and that all material worn by performers in the fallout area during use of the pyrotechnic effects shall be inherently flame retardant or have been treated to achieve flame retardancy.

Signature of Sponsor Date

Dean/Division Head Approval: Y/N Signature of Dean/Division Head

Attach a diagram to this request of the facility where the production is to be held. This diagram shall show the point at which the pyrotechnic devices are fired, the fallout radius for each pyrotechnic device used in the performance, and the lines behind which the audience shall be restrained.

Attach a copy of the MSDS (Material Safety Data Sheet) for the pyrotechnic(s) to be used to this request.

Attachment "A"



Request For Use of Flame Effects Before an Audience

Name of person, group or organization sponsoring the production

Date(s) and Time(s) of the production

Location of the production

Flame Effects Classification

Fuels used in the effect and their estimated consumption

Air source for combustion and ventilation of effects

Supplemental fire protection features

Person in charge of effects

Additional Information

A site plan shall be submitted with this request containing the following information:

- 1) A narrative description of the flame effect.
- 2) The location of flame effect devices to be fired and their control and sequence.
- 3) The area affected by the flame effect device.
- 4) Location of the audience.
- 5) Storage and holding areas.
- 6) Emergency response procedures.
- 7) Means of egress (exiting)

Attach a copy of the MSDS (Material Safety Data Sheet) for the materials (fuels) consumed in the flame effect.

Attachment "B"