

**11.1.10 FIREWORKS / PYROTECHNICS**

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**\* Notice: No firework display will be allowed on University properties unless authorized by the appropriate University Departments and all provision for a safe firework display or pyrotechnic special effects as outlined in this policy are met. Random use of any fireworks or pyrotechnic special effects on Baylor University properties is prohibited.**

**PURPOSE:**

This document provides information and establishes general precautions and policy for members of Baylor University who plan to have a firework display, or use pyrotechnic special effects as part of a University group activity. It provides a single source document of measure required for a safe firework display or pyrotechnic special effects on University properties. Points of contact are contained in Attachment One.

**SCOPE:**

This document provides the official university guidance for firework displays and pyrotechnic special effects.

**A. General Information**

Listed provisions are general precautions and policy against fire, property damage, or personal injury to be applied on university properties.

1. The location for a firework display or special effects production will be considered on a case-by-case basis. Once a site has been requested for use, it will be surveyed by a member of Risk Management, the company contracted to perform the firework display or special effects production, the appropriate representative from Facilities Planning & Management, and the University group making the request, to determine if the firework display and/or special effects production can be accomplished on that site safely, and without damage to university property. If so, approval will be granted. If not, an alternate site may be reviewed. At the time of this survey, the actual size, style, type, and amount of fireworks will be discussed for approval. Final approval of fireworks and/or special effects production and site rests with the Department of Risk Management or designated representative.
2. A firework display or special effect production will be allowed only when the following conditions are met.

**B. Responsibility**

The University or Student Group/Organization will:

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1. Contact an authorized firework display and pyrotechnic special effects company to perform the firework display (This means a Federal License holder and/or a state of Texas license holder as required by the State Fire Marshal's Office.)
2. Since students are not authorized to sign contracts, members of the University or Student Group/Organization will submit their contract for approval through the University's contract approval process.
3. Contact will be made with the Baylor Facilities Services, 710-1361, to notify them of the area where the firework display is to take place. Also, when there are surrounding buildings that will be used as a part of the firework display, the Zone Manager (see attachment one) and building occupants will be contacted and notified of affected buildings.
4. Notify the Baylor University Police Department (BUPD) within 72 hours of the proposed firework display, and provide them names(s) of person(s) who will ensure compliance with the firework policy. NOTE: The University or Student Group/Organization will make immediate contact with the BUPD, 710-2222, in the event of any problem with, or caused by, the firework display.
5. Contact the Department of Risk Management at 710-4586 when all the conditions of this policy have been met and to provide the names(s) of person(s) who will ensure compliance with the firework policy.

The contracted company will:

1. Contact the Waco Fire Department, which is the local code official, in person or by phone at 750-1740, Monday through Friday, 9 am to 4 pm, at least 72 hours before the scheduled firework display to request, complete, and pay for the firework permit (see attachment two). Note: If the firework display is outside the local code official's authority, the appropriate code official will be contacted.
2. Contact Risk Management at 710-4586 to ensure minimum insurance coverage and insurance limits are as follows:
  - a. Commercial General Liability

a. <i>Each Occurrence</i>	<i>\$1,000,000</i>
b. <i>General Aggregate</i>	<i>\$2,000,000</i>
  - b. Automobile Liability

a. <i>Bodily Injury/Property Damage</i>	<i>\$1,000,000</i>
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  - c. Workers Compensation/Employers Liability

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- a. *Each Accident* \$1,000,000
- b. *Policy Limit by Disease* \$1,000,000
- c. *Each Employee by Disease* \$1,000,000

The General Liability coverage will name Baylor University as an additional insured.

3. Ensure that city, county, state, and University safety requirements for firework displays have been met. Note: For the city’s requirements, please see attachment four. The chart below shows the minimum distances that should be maintained from the launching site of the fireworks to the spectators, automobiles, buildings, and fuel storage.

Product Used	Distance to Spectators, Buildings & Automobiles	Distance to Hospitals, Schools & Penal Facilities	Distance to Fuel Storage
Proximate - Stationary	75 feet	150 feet	150 feet
Proximate - Moving or Projected	125 feet	250 feet	250 feet
2” Diameter	140 feet	280 feet	280 feet
3” Diameter	210 feet	420 feet	420 feet
4” Diameter	280 feet	560 feet	560 feet
5” Diameter	350 feet	700 feet	700 feet
6” Diameter	420 feet	840 feet	840 feet
8” Diameter	560 feet	1120 feet	1120 feet
10” Diameter	700 feet	1400 feet	1400 feet
12” Diameter	840 feet	1680 feet	1680 feet
16” Diameter	1120 feet	2240 feet	2240 feet

4. Ensure adequate fire extinguishing or fire-fighting equipment is available on site in the event of fire on site.
5. Ensure only trained and certified pyrotechnic persons are used to perform the firework display.
6. Ensure clean up of the firework area is acceptable to the appropriate representative of Facilities Planning & Management.

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**Attachment One**

**Baylor University Points of Contact:**

<b>CONTACT</b>	<b>PHONE</b>	<b>ADDRESS</b>
Department of Risk Management	710-4586	One Bear Place # 97191, Waco, TX 76798-7191
BUPD	710-2222	One Bear Place # 97090, Waco, TX 76798-7090
Facilities Management	710-1361	One Bear Place # 97094, Waco, TX 76798-7094
Student Activities	710-1020	One Bear Place # 97010, Waco, TX 76798-7010

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Attachment Two

Fire Marshal Permit Application

Date: \_\_\_/\_\_\_/\_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ License Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

Address: \_\_\_\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Special Activities

( ) Pyrotechnical Display \$100

( ) Special Assembly Activity \$100

( ) Controlled Burning \$100

( ) Fire Department Standby for above activities \_\_\_\_\_ hours @ \$250 per hour.

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**Attachment Three****City of Waco Ordinances****Sec. 10-49. Fireworks.**

(a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Firework(s)* shall mean any composition or device designed to produce a visible or audible effect by combustion, explosion, deflagration, or detonation.

*Minor* shall mean a person less than 18 years of age.

(b) *Prohibition.* It shall be unlawful for any person to possess, use, manufacture, sell, offer for sale, give away, transport, or discharge fireworks of any description, except in accordance with a permit issued by the fire marshal for a supervised public display by a person holding any necessary state or federal licenses.

(c) *Permitted displays.* The handling and use of fireworks for public displays for which a permit has been obtained from the fire marshal shall be conducted in accordance with NFPA 1123, Code for Fireworks Display and such other requirements as the fire marshal shall establish.

(d) *Possession by minor.* No parent or guardian of a minor shall furnish money or a thing of value to a minor for the purchase of fireworks or encourage, act in conjunction with or in any manner instigate or aid a minor in the commission of having, keeping, storing, selling, offering for sale, giving away, using, transporting or manufacturing fireworks within the corporate limits of the city. The violation of this section shall be an offense regardless of whether or not the minor shall be charged or found guilty of the offense. The commission of the offense by the minor on the property under the control or owned by the parent or guardian shall be prima facie proved that the parent or guardian aided the minor.

(e) *Territorial application.* Fireworks and explosives are a life safety hazard and therefore are a nuisance. As fireworks and explosives are a nuisance, the prohibitions contained in this section shall be applicable within the corporate limits

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of the city and the area immediately adjacent to the city limits and extending outside the city limits for a distance of 5,000 feet, unless such area is within the corporate limits of another municipality.

(Ord. No. 2001-55, § 2, 9-4-01)

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Approved by Risk Management Committee: 8/06/07

Revised: 12/14/10

Reviewed: 12/14/10

[Signature on File] \_\_\_\_\_

Warren A. Ricks, CRM  
Chairman, Risk Management Committee  
Assistant Vice President and Chief Risk Management Officer

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Date

[Signature on File] \_\_\_\_\_

Charles D. Beckenhauer  
General Counsel

\_\_\_\_\_

Date

[Signature on File] \_\_\_\_\_

Reagan Ramsower  
Vice President for Finance and Administration

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Date