

Arena Fire Alarm Panel

The purpose of this memo is to establish policy regarding the programming of the fire alarm panel during events involving pyrotechnics at the Arena. Pyrotechnics include smoke, flames, sparks and similar special effects that necessitate programming the building fire alarm system.

- 1) As soon as the facility manager or event sponsor is aware that pyrotechnic devices will be used during an upcoming performance, they are to notify the entertainer that a Pyro Plan will be required. The attached checklist should be sent to the performer as a guide for the Plan. Copies of the completed Pyro Plan should be sent to EH&S.
- 2) Once the Pyro Plan is approved, EH&S will contact Simplex, UPD and the facility manager to discuss the schedule for programming the panel. Simplex will arrive prior to the performance, disarm the detectors that could cause a false alarm, return to reactivate those same detectors and ensure the system is returned to normal after the performance.
- 3) The facility manager or event sponsor shall ensure that a fire watch is implemented any time that fire alarm detectors are disarmed. The attached Fire Watch Log should be completed during the watch and copies should be forwarded to EH&S after the event.

Thank you for your assistance and please do not hesitate to contact me for further information.