

	CHRISTMAS FIREWORK OR SPECIAL EFFECTS USAGE	Ref. No:
	CHRISTMAS HEALTH AND SAFETY GUIDELINES	Date:
		Page 1 of 5

CHRISTMAS FIREWORK OR SPECIAL EFFECTS USAGE

Project No:	
--------------------	--

REVISION HISTORY	ISSUE DATE	DESCRIPTION	REVIEW / STATUS
00			

PREPARED BY:	REVIEWED & APPROVED BY:
QA QC ENGINEER	PROJECT ENGINEER

	CHRISTMAS FIREWORK OR SPECIAL EFFECTS USAGE		Ref. No:
	CHRISTMAS HEALTH AND SAFETY GUIDELINES		Date:
			Page 2 of 5

Table of Contents

1.0.	Risk Assessment.....	3
1.1.	Identification of Hazards:.....	3
1.2.	Risk Evaluation and Mitigation:.....	3
1.3.	Documentation:.....	3
2.0.	Method Statement.....	3
2.1.	Detailed Setup and Operating Instructions:.....	3
2.2.	Safety Precautions During Operations:.....	3
2.3.	Post-Event Procedures:.....	3
3.0.	Safety Guidelines for Staff and Public.....	3
3.1.	Staff Safety Protocols:.....	3
3.2.	Public Safety Measures:.....	4
4.0.	Equipment Inspection and Testing.....	4
4.1.	Inspection of Fireworks and Special Effects Equipment:.....	4
4.2.	Testing and Certifications:.....	4
5.0.	Emergency Response Plan.....	4
5.1.	Evacuation Routes:.....	4
5.2.	Emergency Procedures:.....	4
5.3.	Coordination with Emergency Services:.....	4
6.0.	Training and Competency.....	4
6.1.	Staff Training:.....	4
6.2.	Competency Verification:.....	4
7.0.	Communication Plan.....	5
7.1.	Internal Communication:.....	5
7.2.	Coordination with External Services:.....	5

	CHRISTMAS FIREWORK OR SPECIAL EFFECTS USAGE		Ref. No:
	CHRISTMAS HEALTH AND SAFETY GUIDELINES		Date:
			Page 3 of 5

Following is a detailed breakdown of each section for managing fireworks or special effects safely in a Christmas event:

1.0. Risk Assessment

1.1. Identification of Hazards:

Analyze all potential hazards associated with fireworks or special effects, including:

- Fire hazards (e.g., flammable materials nearby)
- Potential impact on attendees if something malfunctions
- Weather conditions that may affect fireworks, such as wind or rain
- The impact of noise or smoke on sensitive attendees

1.2. Risk Evaluation and Mitigation:

- Assess the likelihood and potential impact of each identified risk.
- Implement controls to reduce risks, such as safe distances, barriers, and limited access zones.

1.3. Documentation:

- Record each hazard, associated risk level, and specific control measures in a structured risk assessment document.

2.0. Method Statement

2.1. Detailed Setup and Operating Instructions:

- Outline the location for fireworks/special effects setup, considering safe distances from the audience, structures, and flammable materials.
- Include the sequence of tasks (unloading, staging, and setting up) with specific instructions.
- Describe the roles and responsibilities of each team member involved.

2.2. Safety Precautions During Operations:

- Highlight precautions to take before, during, and after the show, such as verifying that all equipment is secured and ensuring fire extinguishers are readily available.
- Emphasize the importance of maintaining a safe perimeter throughout the event.

2.3. Post-Event Procedures:

- Explain the safe disposal or storage of fireworks/special effects materials after the event.
- Include inspection and cleanup procedures, ensuring no leftover hazardous materials remain.

	CHRISTMAS FIREWORK OR SPECIAL EFFECTS USAGE		Ref. No:
	CHRISTMAS HEALTH AND SAFETY GUIDELINES		Date:
			Page 4 of 5

3.0. Safety Guidelines for Staff and Public

3.1. Staff Safety Protocols:

- Provide clear instructions on handling and operating fireworks or special effects.
- Emphasize the use of personal protective equipment (PPE), such as gloves, goggles, and fire-retardant clothing.

3.2. Public Safety Measures:

- Establish a designated viewing area that keeps the audience at a safe distance.
- Use physical barriers and signage to keep attendees away from restricted areas.
- Include a clear public address system to communicate safety instructions before and during the show.

4.0. Equipment Inspection and Testing

4.1. Inspection of Fireworks and Special Effects Equipment:

- Conduct thorough inspections of all equipment to identify any defects or wear.
- Confirm that fireworks and effects meet relevant safety standards and are in good working order.

4.2. Testing and Certifications:

- Run functional tests in a controlled environment before the event to verify proper operation.
- Confirm all pyrotechnic equipment complies with local safety and environmental standards.

5.0. Emergency Response Plan

5.1. Evacuation Routes:

- Plan clear and accessible evacuation routes, considering the event's layout and any barriers.
- Ensure that these routes are communicated to staff and marked visibly for attendees.

5.2. Emergency Procedures:

- Outline specific emergency response steps for incidents like uncontrolled fires, equipment malfunctions, or medical emergencies.
- Station first-aid kits and personnel trained in basic first aid at strategic locations around the event.

5.3. Coordination with Emergency Services:

- Communicate with local fire and emergency services beforehand to discuss the event and emergency procedures.
- Ensure the event location is easily accessible for emergency responders in case of an incident.

	CHRISTMAS FIREWORK OR SPECIAL EFFECTS USAGE	Ref. No:
	CHRISTMAS HEALTH AND SAFETY GUIDELINES	Date:
		Page 5 of 5

6.0. Training and Competency

6.1. Staff Training:

- Train staff on the safe handling, setup, and operation of fireworks/special effects.
- Provide training on emergency response protocols, including evacuation and first aid.

6.2. Competency Verification:

- Ensure that all personnel involved are qualified and possess any required certifications or licenses.
- Conduct a pre-event briefing to review roles, responsibilities, and specific safety protocols.

7.0. Communication Plan

7.1. Internal Communication:

- Develop a communication system, such as radios or designated channels, to ensure immediate contact between all team members.
- Assign roles to specific personnel, including designated spotters and safety monitors, to maintain constant awareness during the event.

7.2. Coordination with External Services:

- Inform local fire departments, paramedics, and law enforcement of the event's timing and details.
- Ensure emergency contacts are readily available and familiar with the event layout and emergency plan.

This detailed arrangement ensures thorough preparation, safety, and effective communication for managing fireworks or special effects at a Christmas event, minimizing risks to attendees and staff.