

ANNEX “B” TO SAFETY/ FIRE ORDERS

BUILDING AND OCCUPANT FIRE SAFETY

The Calgary Fire Prevention Bureau in conjunction with the Calgary Exhibition & Stampede require the adherence to fire safety requirements governing exhibits and displays in places of public or private assembly.

These fire safety requirements have been developed as a co-ordinated document in order to reduce to a minimum the possibility of conflict in their respective content, ensure that all known hazards have been considered and that a satisfactory standard of fire safety has been achieved.

1. It is a requirement of the Alberta Fire Code 1997, Part 2, Building and Occupant Fire Safety, Section 2.7.1.3 (3) that prepared plans (on an Approved Floor plan) be submitted to show the arrangement of displays or Exhibits 14 days prior to show move in, no exceptions. Displays or exhibits must never interfere in any way with access to any required exit and they must not block access to fire fighting equipment, nor interfere with the normal operations of automatic extinguishing equipment.
2. Effective immediately, all floor plans go from the promoter to the Calgary Exhibition & Stampede BMO Centre Administration Office or Sales Department who will submit these plans to the Safety Coordinator for submission to the Fire Prevention Bureau for acceptance upon final inspection.
3. No dead-end corridors will be permitted. Maintain 10’ clear access in aisles, maintain 18’ clear access at the front of halls A, B and C and 10’ clear access at the front of hall D (BMO Centre).
4. No portion of a display shall obstruct any aisle or doorway.
5. If a fire hose cabinet is located within an exhibit space, it shall be the responsibility of the Show Manager or exhibitor as the case may be, to provide access to such equipment and if the view of such equipment is obstructed, to provide designating signage for it.
6. All fire fighting equipment must be visible and accessible.
7. Maintain clear access to all exits.
8. No outdoor display shall restrict access to, or obstruct from view, any fire hydrant or Fire Department connection on any building.

9. The following materials if used for display or decorative purposes, shall be inherently flameproof or properly treated with a flame retardant:
 - flowers and foliage (artificial), paper, cardboard or compressed paperboard, plastic materials, split wood, textiles and any other material used for festive decorations.
 - Hay or straw bales must be treated, tagged, dated and bound by wire.
10. Wallpaper is permissible if pasted securely to walls or wallboard backing.
11. No person shall install drapes, curtains and other decorative materials, that does not meet the requirements for a high degree of flame resistance, as described in the Alberta Fire Code, Section 2.3.2.1 (1).
12. The use of the following materials indoors shall be prohibited:
 - acetate fabrics, corrugated paper, combustible material used for covering tables or for skirting tables.
13. Flame proofing treatments shall be renewed as often as necessary to ensure that the material will pass the match test in Alberta Fire Code, Section 2.3.2.2. (1).
14. It is not necessary to flameproof textiles, paper and other combustible merchandise on display for sale, but the quantity used shall be limited to an acceptable amount.
15. Unless otherwise approved, flammable or combustible and/or compressed gases shall not be used or displayed.
16. Aerosols - It is permissible to exhibit one pressurized container, not exceeding one-pint capacity of each product classified as flammable liquid.
17. Motor vehicles or gasoline-powered equipment on display shall be restricted to contain some fuel but not over filled. Any vehicle showing signs of overfilling will not be permitted into the building until the situation has been resolved. All vehicles must be fitted with an access prevention device (release from inside or a lock-on type gasoline cap or the gas cap taped to prevent tampering). Batteries need NOT be disconnected. Keys must be removed from all vehicles.
18. All storage shall be kept in allocated areas. No empty cardboard containers permitted in exhibition space.
19. Cylinders containing compressed gases shall be protected against mechanical damage and shall be stored on racks or by other accepted devices designed to hold them securely in place.
20. Any booth, which may pose a particular fire hazard by the storage or actions

within, must provide a suitable portable fire extinguisher.

21. A propane-fuelled vehicle may be parked indoors provided there are no leaks in the propane system and the tank is not filled beyond its maximum permitted density. Alberta Fire Code, Section 2.4.4.5.
22. A propane fuelled vehicle while indoors, shall have the shut-off valve closed and secured to prevent tampering.

A propane fuelled vehicle, while indoors, shall not be parked near a source of heat, an open flame, any source of ignition or near an open pit or drain.
23. No propane cylinders permitted in any indoor exhibits.
24. All electrical appliances, electrical cords and electrical connections shall comply with the Electrical Code.
25. Natural Christmas trees will be allowed if they are kept in water and removed from the building fourteen (14) days after they were actually cut down. Proof of the date of cutting must be affixed to the tree at all times, Alberta Fire Code, Section 2.3.1.3.
26. Decorative covers or bunting for stalls used in agricultural and/or animal shows, shall be inherently flameproof or properly treated with a flame retardant chemical.
27. If at any time a Fire Inspector deems that the display or actions of any exhibitor is dangerous to public safety; Show Management shall have the required changes made immediately.
28. In accordance with the City of Calgary By-Law 57M92, the NO SMOKING policy will be strictly enforced in all buildings on Stampede Park.

♦ Smoking will be permitted in designated smoking areas ONLY.

OPEN FLAMES & DEVICES HAVING OPEN FLAMES

Alberta Fire Code:

29. Section 2.4.3.1. - Open Flames in Processions
Unless acceptable to the authority having jurisdiction, open flames whose quantity and method of use create a fire hazard shall not be permitted in processions, at displays, or as part of an act for entertainment.
 - a) in areas and buildings used for public assembly, or
 - b) in dining areas in Group B, Division 2

The above is an excerpt from the Alberta Fire Code. The Fire Prevention Bureau will not permit open flames in any processions or as part of an act for entertainment. They will permit an approved limited quantity for display purposes, but requests must be submitted in writing a minimum of seven (7) working days prior to the event.

30. Section 2.4.3.4. - Devices having Open Flames

Devices having open flames shall be securely supported in non-combustible holders and shall be located or protected so as to prevent accidental contact of the flame with combustible materials.

The above is an excerpt from the Alberta Fire Code. The top of the flame in the above-mentioned device must be a minimum of 40mm (1.5 inches) from the top of the lip of the device. If a device is shorter than 25mm (5 inches) then it must be raised and securely supported 100mm (4 inches) above the table service.

Permit for Open Flame:

Permit fee per event - \$ 40.00 + GST + \$ 5.00 = \$ 47.80

(The \$ 5.00 includes the Alberta Fire Code Fee)

The preceding regulations contribute to a safe environment for all users of Stampede Park.

**Kevin Stanger,
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Calgary Exhibition & Stampede.**

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