

527 CMR: BOARD OF FIRE PREVENTION REGULATIONS
Excerpt from 527CMR 10.00 Fire Prevention, General Provisions
Section 10.13 (1) through 10.13 (2) (e.)

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“10.13: Emergency Planning and Preparedness

(1) **Scope**. The development of emergency plans, training and conducting of fire exit drills shall comply with the applicable requirements of 527 CMR 10.00 and the provisions of 527 CMR 10.13.

(2) **Places of Assembly**.

(a) **General**. The employees or attendants of places of public assembly shall be trained and drilled in the duties they are to perform in case of fire, panic or other emergency.

(b) **Egress plan**. A plan showing the occupant load, seating diagram and location of exits and of aisles leading thereto shall be submitted to the head of the fire department and an approved copy shall be kept on the premises.

Exception: Temporary deviation from the specifics of the approved seating diagram shall be permitted provided the occupant load is not increased and the intent of 527 CMR 10.17 is maintained.

(c) **Exit Announcements**. The owner or operator of any business or activity located in any A-1, A-2, or A-3 occupancy, which features a performance before an audience shall, prior to the start of such performance, make an audible announcement that notifies occupants of the location of the exits to be used in case of a fire or other emergency. For the purposes of 527 CMR 10.13(2)(c), a performance shall be defined as any form of entertainment by live appearance, or by video, audio or recorded means.

Such announcement may be made in person or by recorded communication and shall be communicated in such a reasonable manner to assure that all persons in attendance are aware of the location of the exits. Owners or operators of assemblies involving video or cinema presentations may use such video or cinematic medium to communicate such audible announcement or projected image. Such announcement or projected image shall include the location of egress routes or areas of rescue assistance for use by persons with disabilities.

In addition to the audible announcements required by 527 CMR 10.13(2)(c), if any written program, playbill or similar document is distributed prior to each program or performance, such document shall include a diagram of the location of all egress routes and areas of rescue assistance for use by persons with disabilities.

(d) Designation of a Crowd Manager.

1. As of June 1, 2011, the owner or operator of nightclub, dance hall, discotheque or bar, with an occupant load of 100 persons or more shall designate one crowd manager, for every 250 occupants, or portion thereof based upon the Certificate of Inspection issued under 780 CMR. The crowd manager(s) shall be present within the facility during all hours that the facility is open to patrons.

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2. For the purposes of 527 CMR 10.13(2)(d), a nightclub, dancehall, discotheque or bar shall be defined as:

- a. any facility classified as an A-2 or A-3 use group under 780 CMR, The State Building Code, which is principally designed or used as a nightclub, dance hall, discotheque or bar; or
- b. any facility that features entertainment by live band or recorded music generating above normal sound levels and has a specific area designated for dancing.

3. The requirements of 527 CMR 10.13(2)(d) shall not apply to:

- a. a temporary structure erected at the same location for no more than ten days in any calendar year; or
- b. a facility that features fixed seating, such as a theatre, auditorium, concert hall or similar place of assembly; or
- c. A facility used for organized private function where:
 - i. each guest has a seat and a table for dining purposes;
 - ii. attendance for each event is limited by pre-arrangement between the facility operator and the private event organizers; and
 - iii. the legal capacity of the facility provides not less than 15 square feet (net) per occupant.

4. A crowd manager shall be at least 21 years of age, shall be the owner or operator of the business or under the direct control and supervision of said owner or operator and shall be responsible for the following:

- a. maintaining clear paths of egress, assuring that the facility does not exceed its occupant load limit, initiating a fire alarm if necessary, directing occupants to exits; and
- b. assuring general fire and life safety awareness of employees and occupants, including assuring that exit announcements are made in accordance with 527 CMR 10.13(2)(c); and
- c. accurately completing the safety plan checklist required by 527 CMR 10.13(2)(e).

5. A crowd manager shall be knowledgeable about the responsibilities required in 527 CMR 10.13(2)(d) and (e). The Marshal shall develop training materials and a reasonable method to confirm, on a three-year basis, that a crowd manager has completed training about the crowd manager's responsibilities under 527 CMR 10.00.

(e) **Fire and Building Safety Checklist.** As of June 1, 2011 the crowd manager shall be responsible for the completion of the Fire & Building Safety Checklist, as prescribed by the Marshal, on each day of operation prior to opening the facility to patrons. This checklist shall include, but not be limited to, the routine safety check of existing fire protection systems, fire extinguishers, signage, interior finish, exits, unobstructed egress, crowd control procedures and building occupancy limits. The original completed checklists shall be kept on the premises for at least one year and shall be subject to inspection by the head of the fire department, the Marshal or their designee.”