



**OREGON STATE POLICE
OFFICE OF STATE FIRE MARSHAL**

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OUTDOOR DISPLAY OF FIREWORKS CHECK LIST

PAPERWORK:

- Permit Application for Outdoor Display Fireworks
- Confirm with venue/site
- Pyrotechnic application
 - Resume for lead pyrotechnicians (operator)
 - A complete list of all pyrotechnic devices to be displayed
 - Displays before a proximate audience require the submittal of device and effect descriptions
 - Site plan(s) which detail the firing site and device layout and an overall site plan indicating the locations of spectators, firing site, fallout perimeter and fireworks storage area
 - Letter of permission to display fireworks by the property owner
 - A Certificate of Insurance
 - The operator in charge shall be designated as the responsible party and shall be required to be on site

PRE-SITE INSPECTION:

- Check of site
 - New site
 - Site used before
- Measurement of site
 - Measurements on file
 - Measurements taken
 - Radius required _____
 - Correctional facility, school, or hospital requiring double distances
 - Bulk storage requiring double distances
 - Spectator area meets required distances
 - Site distances approved for size of devices being used
 - Other hazards _____

NOTIFICATION OF DISPLAY:

- Emergency services
 - Fire protection
 - Law enforcement
 - EMS / Medical Services
 - DNR / Coast Guard
 - Other _____
- General public
 - Residential
 - Surrounding businesses

WALKTHROUGH INSPECTION:

- Separation distances have been maintained
 - Fallout area
 - Crowd
 - Structures
 - Site distances approved for size of devices being used (100 feet per inch of shell diameter)
 - Special effects/close proximity demonstration
 - Other _____

- Security
 - Fences/barriers in place
 - Means of egress entrance/exit
 - Law enforcement
 - Identification or pyrotechnics crew
 - Shoot site secured

- Firefighting Equipment
 - Fire watch/standby personnel
 - Portable fire extinguishers
 - Means of egress entrance/exit

RACKS/MORTAR TUBES/OTHER DEVICES:

- Racks set perpendicular to audience
- Racks properly secured
- Buried mortar tubes secured
- Cakes properly secured
- Finale racks properly protected

MANUAL FIRED DISPLAY:

- Type of igniting device
- Ready boxes code compliant
- Mortars set in sizes
- Communication capability with crew and fire service
- Safety gear for shooters and loaders code compliant

ELECTRICALLY FIRED DISPLAY:

- Matching of shells
- Fired panel code compliant
- Panel in off mode
- Key removed from panel and in possession of operator
- Continuity check completed

DURING DISPLAY:

- Communication
- Weather
 - Wind _____ mph _____ direction
 - Rain
- Crowd control
 - Spotters

POST DISPLAY:

- Secure shoot site until all mortars/devices have been cleared
- Removal, disposal, or packaging of any unfired shell