

# Pyrotechnic Special Event Approval Form

## APPLICANT (*Pyrotechnician*)

**Name:** \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

E-mail: \_\_\_\_\_

Pyrotechnician's Certificate Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Class: \_\_\_\_\_

**Company** (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

**Sponsoring Organization** (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

COMPLETE EVENT INFORMATION ON REVERSE SIDE OF THIS FORM 

Pyrotechnician's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **PERMISSION OF LOCAL AUTHORITY HAVING JURISDICTION**

Name (print): \_\_\_\_\_ Title: \_\_\_\_\_

Norfolk County Fire & Rescue Services Division  
95 Culver Street, Simcoe, Norfolk County, Ontario N3Y 2V5  
Tel.: (519) 426-4115 Facsimile: (519) 426-4140

Extension: \_\_\_\_\_

- |    |                                                                      |                              |                             |                                       |
|----|----------------------------------------------------------------------|------------------------------|-----------------------------|---------------------------------------|
| 1. | Pyro Effects Plan or Letter of Intent Accepted                       | <input type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NOT PROVIDED |
| 2. | Approval Granted to Disconnect Smoke Sensors                         | <input type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> N / A        |
| 3. | EDU Member / Consultant Present for Film Shoots                      | <input type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> N / A        |
| 4. | Letter from venue's owner or agent granting permission               | <input type="checkbox"/> YES | <input type="checkbox"/> NO | <input type="checkbox"/> NOT PROVIDED |
| 5. | Additional Comments or Requirements included on reverse of this Form | <input type="checkbox"/> YES | <input type="checkbox"/> NO |                                       |

**This event is approved by the Chief Fire Official or designate:**  YES  
 NO

Signature:  Date: \_\_\_\_\_

**Event Location:** \_\_\_\_\_

Date(s) of the event(s): \_\_\_\_\_

Event description:

**Insuring Agency:** \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Description of Pyrotechnics to be utilized:

Place of on site storage of Pyrotechnic: \_\_\_\_\_

Method of on site storage of Pyrotechnic: \_\_\_\_\_

Fire Prevention and Life Safety Plan:

*Note: Include all Fire Prevention measures including fire extinguishers, patrols, protective equipment, etc. that will be at the event location.*

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Requirements as set out by Chief Fire Official or designate:

# ONTARIO FILM AND TELEVISION SECTION 21 ADVISORY COMMITTEE

## GUIDELINE NO. 12

### EXPLOSIVES AND/OR PYROTECHNICS

- Prior to the performance of all dangerous work situations or pyrotechnic effects, e.g., working with explosives, explosive devices, flammable or combustible liquids, gas or chemicals on any set, the Production Manager, through the 1st A.D., shall give notification to all personnel. The Call Sheet shall also state that explosive or pyrotechnical special effects are to be utilized.
- Before any explosive or potentially hazardous sequence is to be performed, a meeting should be called for all personnel involved and they should be thoroughly briefed at a meeting on the site where the explosion sequence is to take place. This meeting should include an "on-site walk-through" or a "dry run" with the Special Effects Co-ordinator and all the personnel involved in the event. The Special Effects Co-ordinator should plan and provide acceptable avenues of escape. An understanding of the intended action, possible deviations and authority to abort should be made clear.
- If, at any time, substantial changes become necessary, another meeting shall be called to confirm everyone's understanding of and agreement to the change(s).
- It is recognized that there can be unforeseen or unique situations which might require on-site judgement differing from these guidelines, and such judgement may have to be made in the interest of safety of cast and crew.
- Prior to, and after any pyrotechnical effect, the Special Effects Co-ordinator shall remain on set at all times to deal with safety matters.
- The 1st A.D. or the Special Effects Co-ordinator, or both where necessary, shall clearly announce to all persons the location of exits and escape routes. The escape route must provide unobstructed passage to the exterior of the building, structure or workspace.
- Each person should check the escape route in order to assure that it is, and will remain, accessible. Any person who is unsure of the designated escape route should check with the 1st A.D. and learn the escape route before entering the work area.
- The 1st A.D., Special Effects Co-ordinator, and/or the crew Health & Safety Representative, or all where necessary, shall ensure that there is a clear fire route for emergency and firefighting vehicles at all times.
- Only persons and crew necessary for the purpose of filming will be in the explosives area. The 1st A.D., Special Effects Co-ordinator, and/or crew Health & Safety Representative will ensure that before a special effect is performed all other personnel will be safely cleared away from the explosives area.
- No smoking is permitted in the explosives area. "No Smoking" signs shall be posted in all areas of the premises or locations where explosives and/or pyrotechnic devices are stored and handled.
- After each shoot, no one shall go into the explosives area other than the Special Effects Co-ordinator until the Special Effects Co-ordinator deems it safe to do so.
- No child under the age of 16 should be close to explosives nor should they be body squibbed. The exception would be children who are designated as qualified Stunt Performers and for whom the signed authority of the parent or guardian is obtained.
- Transportation of explosives and/or pyrotechnic devices shall be governed by the provisions of all applicable federal, provincial and municipal laws, and the proper authorities (to be defined) shall be notified when using explosives on the set.
- All explosives and explosive devices must be shunted.
- Detonation of explosives must be from a separate DC power.
- When preparing pyrotechnics, radio transmissions of any kind including mobile phones in the area must be turned off.
- Crew or other "off camera" personnel should be safely protected by moving a safe distance away from the pyrotechnic effect. No personnel should be in the vicinity of the effect without ear and eye protection. Consideration should also be given to using shatterproof clear plastic shield (½" minimum) and camera blankets (to protect camera operator and focus puller).
- When the special effect involves large flying objects such as a car rolling over or exploding near a camera, consideration should be given to using a camera in a protective box (Imo camera).
- Special consideration should be given to situations where there is a possibility of a camera operator or focus puller being injured. In this situation camera lock-off should be considered.
- Check with local municipalities to see if there is a requirement for an Emergency Task Force Explosive Disposal Unit (ETF) to be present. The Toronto Film Commissioner requires film companies as part of their permit to have explosives and/or pyrotechnics supervised by ETF Technicians.