



## **PUBLIC SAFETY PLAN GUIDELINES**

As required by the San Jose Fire Department for compliance to Section 404.3.1 of the California Fire Code, Applicant shall create a detailed Public Safety Plan for the proposed event. At a minimum, the final Public Safety Plan should be submitted 14 days prior to the first event day and include the following:

- Emergency egress or escape routes for the outdoor special event space.
- Procedures for assisted rescue for persons unable to use the general means of egress unassisted.
- Procedures for accounting for employees, event attendees and event participants after evacuation have been completed.
- Identification and assignment of personnel responsible for rescue or emergency medical aid.
- The preferred and any alternative means of notifying event attendees and participants of a fire or emergency.
- The preferred and any alternative means of reporting fires and other emergencies to the fire department or designated emergency response organization.
- Identification and assignment of personnel who can be contacted for further information or explanation of duties under the Plan.
- A description of the emergency communication system (e.g. voice, alarm, etc), where provided, used during the outdoor special event to alert event attendees and participants of an emergency.
- Procedures for accounting for children who have been separated from their parents/guardians and assignment of event personnel responsible for the management of this procedure to ensure the safe return of the child.
- A description of how the permanent Fire Department connections, hydrants and other fire safety devices located at surrounding buildings and public areas will remain accessible during the event. The locations and access points to the fire safety devices should be reflected on the Event Site Map.
- For outdoor events where more than 1,000 persons shall congregate, identification and assignments of trained crowd managers shall be provided established at a ratio of one crowd manager to every 250 event attendees.