



*The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
Department of Fire Services*



DEVAL L. PATRICK
GOVERNOR

TIMOTHY P. MURRAY
LT. GOVERNOR

MARY ELIZABETH HEFFERNAN
SECRETARY

P.O. Box 1025 ~ State Road

Stow, Massachusetts 01775

(978) 567-3100 Fax: (978) 567-3121

www.mass.gov/dfs

STEPHEN D. COAN
STATE FIRE MARSHAL

March 2011

Dear Licensing Authority:

As a result of the devastating Station Nightclub fire in Rhode Island on February 20, 2003 in which 100 people were killed and 300 others injured, the Massachusetts Legislature and the Commonwealth's Board of Fire Prevention Regulations enacted sweeping and enhanced fire safety requirements, particularly with respect to nightclubs, dancehalls, discotheques and bars.

Among the far reaching changes to the fire code that have been implemented were requirements for installation of automatic sprinklers in places of assembly with a capacity of 100 or more, prohibition of use of indoor pyrotechnic displays in assembly use occupancies, submission of a valid certificate of inspection issued by the local inspector of buildings and signed by the Fire Chief for issuance and renewal of liquor licenses, and increased fines and criminal penalties for allowing certain dangerous conditions to exist in any assembly use group building.

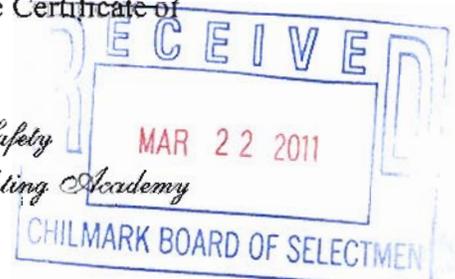
As the local Licensing Authority you should be aware of the changes which will become effective on June 1, 2011 as failure to meet these requirements may impact the ability of holders of section 12 Pourer's licenses to meet the annual inspection and relicensing requirements referenced above.

These changes include:

- Designation of a Crowd Manager who is present in the facility during all hours that the facility is open to the public
- Requirements for training and testing to become a Crowd Manager
- Requirements to complete the Fire and Building Safety Checklist

One of these fire code changes requires "the owner or operator of a nightclub, dance hall, discotheque or bar, with an occupant load of 100 persons or more" to "designate one crowd manager for every 250 occupants or portion thereof based upon the Certificate of Inspection issued" under the State Building Code.

*Administrative Services • Division of Fire Safety
Hazardous Materials Response • Massachusetts Firefighting Academy*



The fire code also requires the State Fire Marshal to provide training and a means to confirm that the training is successfully completed every three years. This training and testing will be provided on the Internet at no charge to businesses needing to meet the requirement.

Third is the requirement to complete a Fire and Building Safety Checklist for each day of operation. The checklist insures that the facility is safe to open to the public through a visual inspection of the property each day prior to opening.

Included with this letter is a flyer, which will provide you with information to help you further understand the Crowd Manager requirement. Copies of the applicable sections of the state fire code that put these requirements in place are available online as indicated below.

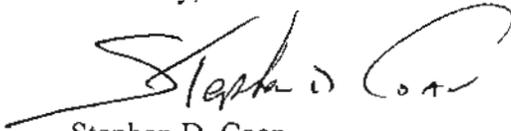
The requirements to have a Crowd Manager in place and the need to complete the Fire and Building Safety Checklist each day will become *effective on June 1, 2011.*

The training program is now available on-line and can be accessed twenty-four hours a day, 7 days a week at the Department of Fire Services website <http://mass.gov/dfs/>. Simply go to the right hand side of the web page under ONLINE SERVICES and click on **Crowd Manager** for access to the training program, copies of the applicable fire code regulations, printable copies of the Fire and Building Safety Checklist and a Frequently Asked Questions flyer, and an email link for submitting questions and training program Help.

As the Licensing Authority in your community we are asking that you work with your Fire Chief to assure that facilities required to meet this regulation have done so prior to the next renewal of their license after the June 1, 2011 implementation date. Your Fire Chief will also receive additional information on the implementation of these requirements.

The Division of Fire Safety at 978-567-3375 is available if you need additional information and direction.

Sincerely,



Stephen D. Coan
State Fire Marshal

enclosure