



Technical Production Safety Review for the Concert Hall

September 22, 2005

- 1) If we open up a hole, we will immediately barricade it or put up a caution sign of some sort. DSC mic pocket: make sure there's white or yellow tape around it. SR tunnel (either onstage or in Scene Store): minimum of two orange cones. Lifts going down: rope across the stage and safety chains clipped in the house.
- 2) If we are running a motorized lineset, including the ceilings, someone will always be on SR watching for it to foul (because you can't feel it). The person at the rail will watch on SL.
- 3) Runaway pipes: If you hear someone yell "Runaway pipe!," cover your head and get off stage as quickly as possible. Don't look up! If you're the person at the rail, don't ever yell "Heads!" when it's a runaway---yell "Runaway pipe!" as loudly as you can. Don't ever joke about such a thing or yell "Runaway pipe!" if it isn't happening.
- 4) If someone focusing in a harness falls: Call 9-1-1 immediately. Stay on the line with the 9-1-1 operator. Send someone to get the TD in charge of the event. The TD will inform Security and deal with the client, if need be.
- 5) The CH fire curtain has manual pulls DSR and DSL. In the event of a fire on the stage or in the house, use one of the manual pulls to drop the fire curtain and then direct the performers and crew to the nearest safe exit (i.e., away from the fire).
- 6) The fire curtain also has fusible links that will automatically release in the event of high temperatures on stage. If you walk on stage and the fire curtain is in (at a time that you know it's not being tested), immediately leave the stage and report this to the TD.
- 7) If the order to evacuate is given, don't take the time to shut down equipment or systems. Calmly and quickly go to the nearest safe exit, then make your way to the flagpole in the Arrival Court to rendezvous.
- 8) During an evacuation for fire, please help the firefighters and close all doors behind you!

9) Safety lights: When we're on a meal break or leaving for more than 15 minutes, we always leave safety lights onstage. On a clear stage or when there are a few items DSC, it's just the ghost light. If it's a full stage set-up or the shell, we leave on under fly gallery SL and SR or what's appropriate. If lifts #1 and/or #2 are below house level, we leave on the orchestra pit fluorescents.

10) When we leave just the ghost light out on a clear stage, clear everything from all four stage entrances, including the Germans bagged and tracked US, chairs and music stands moved away from doors, etc.

11) Installing and removing seat wagons: When you're installing on lift #1, use lift #2 as a backstop.

12) Always wear your radio (turned on and on the correct channel) and carry a flashlight.

13) Personnel lift crews will take their directions from the person in the basket. They should pay attention to the person in the basket and listen for instructions---they shouldn't become distracted by conversing between themselves or by something that's happening on stage. They should check for obstructions on the deck when moving the lift, and attempt to move the lift as smoothly as possible. They should always communicate in loud, clear voices to the person in the basket before moving the lift and only after receiving the direction from the person in the basket. Practical jokes involving the personnel lift will not be tolerated.

14) If one of us should notice a lift crew that is not paying attention, playing around, moving before receiving the direction from the person in the basket, etc., for the safety of the person up in the lift, we must immediately direct the lift crew to pay attention to their job. If one of us should notice that the noise level on stage is interfering with the communication between the person in the basket and the lift crew, for the safety of the person up in the lift, we must immediately direct everyone on stage to take non-essential conversations off stage or otherwise work more quietly.

15) The location of the CH orchestra lift E-stops are:

#1 Pendant

#2 On the SM panel DSL (where the pendant lives)

#3 SR by the DSR door

#4 SR in the orchestra pit

#5 SL in the orchestra pit

#6 SR in the Lift #1 seat wagon storage

#7 SL in the Lift #1 seat wagon storage

#8 SR in the Lift #2 seat wagon storage

#9 SL in the Lift #2 seat wagon storage

16) Displacing the rubber bumpers on the astragals will also stop the motion of the lift, and, in the case of raising the lift, will cause the lift to reverse direction and go down.

17) The location of the CH motorized lineset E-stop is SL at the rail where the control for the 1st electric is located.

18) Review location of the CH backstage and tech area fire extinguishers and fire pulls

19) Review location of the fire exit closest to the CH tech offices

20) Ladders and boom pipes and bottom pipes must be re-secured immediately. Part of securing the Scene Store at the end of a call includes checking to make sure those are all re-latched.

21) No one will walk under ceilings while they're moving. No one will walk under the 1st electric while it's moving. No one will walk under the SR/SL side electrics while they're moving.

22) All cables and other trip-able things will be taped or matted or tied up over doors in traffic areas. This includes DS of the main curtain and act legs and US of the US blacks.

23) All stagehand injuries must be reported to the TD in charge of the show and Security. If you get injured, go see the TD. If one of your crew gets injured, send him or her to the TD. Please report performer and client injuries to the TD in charge of the show.

24) Nothing will be placed in the fire curtain line in either theatre except for cables runs along the deck and human beings who can move out of the way. Any exceptions must be approved in advance by the Fire Marshal. This also includes the fire curtain channel off stage.

25) Always lift with the strength of your legs, not your back. Know your limits---ask for someone to help you when something is too big and/or too unwieldy. Don't risk a debilitating back injury.



Technical Production Department Policies Acknowledgment Form

I acknowledge receiving a copy of the September 22, 2005 Technical Production Safety Review for the Concert Hall and agree to comply with the policies listed therein. Failure to comply with the policies listed therein may result in disciplinary action or even termination. I authorize that I have read and understand this notice.

I acknowledge receiving a copy of the September 22, 2005 Technical Production Safety Review for the Center Theater and agree to comply with the policies listed therein. Failure to comply with the policies listed therein may result in disciplinary action or even termination. I authorize that I have read and understand this notice.

Print name

Signature

Date