

## Fire Safety Requirements

The Philadelphia Fire Code (Fire Code), in Section F-101.3, establishes minimum requirements to provide for a reasonable level of fire safety for properties and activities within the City of Philadelphia. In conjunction with Fire Code requirements, the following fire safety requirements are established for all convention and exhibition shows in the City to provide a reasonable level of fire safety.

### Smoking

The Pennsylvania Convention Center is a smoke free facility. Pursuant to the no smoking law enacted by the city of Philadelphia; prohibits any smoking within 20 feet of any entrance to the Convention Center. The Authority will strictly enforce all fire and safety regulations including the playing of required public service announcements. We thank you for your cooperation in enforcing this policy.

### Exits

Access to and visibility of exits shall not be obstructed. Exit doors shall not be locked closed, or blocked or held open except by approved smoke activated closing devices. Nothing shall be placed within 15 feet of a means of egress doorway. Exit signs shall not be obstructed from view by booths, decorations or any other objects or hanging materials.

### Fire Fighting Equipment

Access to firefighting equipment and view of accompanying signage shall not be obstructed by exhibition materials, objects or storage. A distance of five feet shall be maintained between fire protection equipment and exhibition material. This includes exhibit hall pillars, which house fire and electrical equipment.

### Aisles

Aisles in exhibition halls shall be a minimum of at least eight (8) feet wide.

### Electrical Equipment

Electrical equipment shall be listed equipment (U.L., F.M., etc.). Electrical wiring shall be in accordance with the National Electrical Code. A permit is required for electrical work beyond the use of approved electrical extension cords and junction boxes. 14 gauge wire or better is required for all connections. All extension cords must be 3-wire, grounded.

### Exhibition Booth Construction and Decorations

Exhibition booths shall be constructed of noncombustible, wood greater than 1/4 inch nominal thickness, or wood of any thickness which has been fire retardant treated in accordance with American Wood Preservers Association (AWPA) C20-91—"Structural Lumber: Fire-Retardant Treatment by Pressure Processes" or C-27-91 "Plywood: Fire Retardant Treatment by pressure Processes. Other combustible materials shall be flame resistant in accordance with NFPA 701 for textiles and films, and Underwriters Laboratories. (U.L.) 2975 for foamed plastics.

Canopy over 100 square feet require smoke detector and fire extinguisher.

Canopy over 300 square feet require a sprinkler system.

Tent requires tag or tear sheet listing material is flame retardant in accordance with NFPA 701.

[NFPA Codes and Standards](#)

Multi-level units require approval from the Fire Department. Covered ceiling or multi-level exhibits shall comply with the following requirements:

- (1) **Plans:** Plans shall include plans which detail the construction of the exhibit. The plans for multi-level exhibit shall be sealed by a registered structural engineer.
- (2) **Dimensions:** Exhibits are limited to a maximum height of two stories and 30 feet. The aggregate enclosed area shall not exceed 5,000 square feet. Maximum travel distance from the most remote point in the exhibit to the exits of the exhibition shall not exceed 50 feet.
- (3) **Egress:** A minimum of two means of egress to an aisle is required from an enclosed or upper level of multi-level exhibits.

**Exception:** Only one means of egress shall be required where an enclosed space or upper level is less than 1,200 square feet and a maximum of 10 persons will be permitted within said space or level.

**Stairs:** Stairs shall be a minimum of 3'-0" wide and have handrails or guards on both sides. Spiral stairs, winders and alternating tread stairways are prohibited except from upper levels of 50 square feet or less which are not open to the public.

## Fire Safety Requirements continued

- (4) **Fire Suppression:** Any multi-level or covered exhibit exceeding 300 square feet in floor area shall be equipped with automatic sprinklers in the covered level(s). Limited area sprinkler systems are acceptable for such protection.

### **Exceptions:**

1. Those levels having an open grate ceilings or ceiling materials listed for installation below automatic sprinklers. Proof of such listing shall be available for inspection.
2. Exhibits having a floor area of 1,500 square feet or less which provide a fire watch assigned to the exhibit during non-show hours. Such exhibits shall be equipped with a minimum of two portable fire extinguishers with A minimum 2-A:10-B:C rating. The fire watch shall be trained in the use of fire extinguishers and Fire Department notification procedures.
3. Non-combustible exhibits with no combustible contents except a one-day supply of literature.

### **Multiple booths**

Where adjoining covered or multi-level exhibits exceed 300 square feet in aggregate floor area without separation by aisles or open exhibits, they shall be subject to the requirement of Fire Suppression.

### **Crate Storage**

- Crates and other combustible shipping and packing materials shall be stored in the following areas: outside in loading dock areas or in sprinklered rooms used exclusively for storage and separated from assembly areas by one hour fire resistant rated construction.
- Crate storage shall not exceed a height of 12 feet and shall have eight (8) foot aisles every 50 feet.
- Philadelphia Fire Safety Code requires 24 hour Fire Watch and fire extinguishers every 10 feet.

### **Combustible Storage**

- Combustible storage within a booth shall be limited to a one-day supply.
- Combustible storage outside of a booth is prohibited.

### **Open Flame**

Open flame devices and candles are not permitted except by written approval from the Fire Department.

### **Cooking and Baking Appliances**

- Cooking and baking appliances shall be on noncombustible surfaces and separated horizontally from combustible materials by at least two feet.
- Cooking ranges shall be protected by an approved automatic fire suppression system and at least two 10lb ABC portable fire extinguishers.
- The use or storage of any flammable or combustible liquids, compressed gases cylinders, hazardous materials or chemicals such as fuel is strictly prohibited.
- Butane and propane fueled cooking equipment is strictly prohibited.
- Deep fat fryers are prohibited.
- The Fire Marshal requires that certain commercial cooking equipment that produces grease laden vapors must be exhausted from the building.
- Cooking appliances must comply with NFPA 96.
- The Fire Marshal reserves the right to inspect and require a test of all cooking equipment prior to event opening.

### **Display of Motor Vehicles**

- Vehicles on display shall not contain more than one-quarter (1/4) tank of fuel or more than 5 gallons whichever is less.
- All fuel tank openings shall be sealed to prevent the escape of vapors.
- One of the vehicles battery cables shall be disconnected and taped.
- All battery connections (disconnection and connection) shall be made by electricians regardless of booth size.
- Refueling or the removal of fuel from the vehicles on the premises is prohibited.
- Vehicles shall not be moved during show hours.
- Combustibles are prohibited beneath vehicles.
- An extra set of keys must be left with the building in case of emergency.
- See display of motor vehicles page for more information.

## Fire Safety Requirements continued

### Food Truck Guidelines

- A maximum of one quarter tank of fuel or 5 gallons (19L) (whichever is least) is permitted.
- Fuel applies to gasoline, diesel, CNG, LPG, etc. Battery cables must be disconnected and the ends taped. Butane and Propane fueled cooking equipment is prohibited.
- All propane tanks must be removed from food trucks. Indoor use of generators is prohibited. (See Food Truck Guidelines page for more information).

### Flammable and Combustible Liquids

Flammable and combustible liquids are prohibited in exhibition areas, except as stated under Display of Motor Vehicles.

### Compressed Gases

- Compressed gases are prohibited except for five pound gas capacity cylinders used for demonstration purposes.
- No more than one cylinder per booth shall be in use. Cylinders in use shall be 20 feet apart. Reserve cylinders are limited to 20 in the building and shall be stored in a room not accessible to the public.
- Permission to exceed the stated quantities shall require written approval from the Fire Dept. Approval may be granted only after receipt of a written request to be received at least 15 days prior to the first day of move-in.
- This request shall state the gases being used, the quantities of each gas and how the gas will be used.

### Cryogenic Liquids

- Cryogenic liquids are prohibited, except by written approval from the Fire Dept.
- Approval may be granted only after receipt of a written request to be received at least 15 days prior to the first day of move-in.
- This request shall state the liquid being used, the quantities of each and how it will be used or demonstrated.

### Hazardous Displays

- Hazardous displays, such as, welding, brazing, torch cutting, lasers or use of radioactive materials, require written approval from the Fire Dept. depending on quantities, permits may be necessary.
- Approval may be granted only after receipt of a written request to be received at least 15 days prior to the first day of move-in.
- This request shall state exactly what is taking place in the display, materials being used, quantities of each and what precautions are being taken to protect both the exhibitor and attendee.

### Hazardous Chemicals

- Hazardous chemicals, including pool chemicals, pesticides and herbicides are prohibited, except in small quantities used for demonstration purposes.
- A material safety data sheet shall be provided for each chemical which will be present.
- Permitted quantities:
  - A) Liquids - one quart per chemical
  - B) Solids - two pounds per chemical

### Explosives

Explosives, including the performance of live pyrotechnic or fireworks displays are prohibited.

### Pyrotechnic or Fireworks Displays

The performance of live pyrotechnic or fireworks displays is prohibited in the convention center.

### Aerosols

Pressurized containers having flammable propellants are prohibited, except by written approval from the Fire Department.