

CITY OF BALTIMORE

STEPHANIE RAWLINGS-BLAKE, Mayor



FIRE DEPARTMENT

JAMES S. CLACK, Chief
401 E. Fayette Street
Baltimore, Maryland 21202

October 17, 2011

Liquor Licensee / Assembly Operator

The office of the Fire Marshal continues to educate assembly operators about a code requirement for a Crowd Control Manager. All places of public assembly where 50 or more people gather must designate a trained Crowd Manager to assure safety and compliance with requirements of the Baltimore City Fire Code. Where the occupant load exceeds 250, additional trained Crowd managers shall be provided at a ratio of 1 crowd manager for every 250 occupants. This training is essential in understanding the importance of Crowd Managers and the obligation to protect the patrons that are in your establishment.

Assembly operators can help increase their patrons chances of exiting a building in the event of a fire or other emergency where the Crowd Manager:

- Points out the designated exits
- Ensures that all exits are unlocked and clear of obstruction or storage both inside and outside.
- Ensures the building occupancy has not exceeded the posted occupant load.
- Ensures aisles are clear and are in a minimum of 36" wide.
- Ensures fire alarms and sprinkler systems are properly maintained.
- Ensures that emergency lighting will work properly in case of outage.

The State of Maryland has developed a web-based Crowd Manager Training Program. The Program focuses on occupant safety whenever people gather and takes approximately 30 minutes to complete. This free interactive program will help train your employees thereby making you compliant with this essential regulation. Certificates of completion are available once a passing score is obtained. To take the Crowd Control Manager program simply log on to <http://firemarshal.state.md.us> and click on Crowd Manager.

Assembly operators shall check with the Office of the Fire Marshal at 410-396-5752 for any additional information or questions.

Sincerely

A handwritten signature in dark ink, appearing to read "Ray C O'Brocki III", with a small flourish at the end.

Raymond C. O'Brocki III
Deputy Chief / Fire Marshal