
TEMPORARY CHANGE OF USE PERMIT
OUTDOOR INFLATABLE TENT
FIRE SAFETY CONDITIONS

The approval of Temporary Change of Use Permit is granted subject to the following conditions which are adapted from the requirements given in the Fire Code.

Temporary Change of Use Permit is required if the event falls under any of the following categories:

- a. Stage Shows
- b. Promotional Activities
- c. Exhibitions
- d. Trade Fairs
- e. Carnivals

Qualified Person (QP) Certification

- 1 Qualified Person (QP) certification is required on the layout/floor plans and to include the following:
 - a. Travel distance and exit capacity.
 - b. Calculation on the occupant load (OL) shall be based on a minimum of 1.5 m² per person.
 - c. Inflatable tent shall be of fire-retardant material that shall achieve at least BS 476: Part 7, Class 2 standard on surface flame spread test or equivalent (test reports shall be certified or approved by accredited Certification Body)

Temporary Tent Set-up and Layout

- 2 Inflatable tent is to be separated at least 3 m away from building facades.
- 3 Unauthorized extension of canvas between the set-up tentage and building facade is strictly prohibited. Only a maximum of 3 m in width of open-sided walkway linking between the set-up tentage and building facade for sheltering purpose can be allowed.
- 4 Tents are to be erected according to the submitted layout plans and the activities are to be confined within the allocated areas.
- 5 Floor markings of the tents' perimeter are to be marked out clearly.
- 6 Row of booths within the tent shall not exceed 15 m in length and 6 m in width.
- 7 Passageway of at least 1.2 m shall be maintained between rows of booths.
- 8 Adequate and continuous electrical supply for the air-blower shall be provided.
- 9 Each exit shall be of minimum 1 m width.
- 10 The exit capacity is based on a maximum of 100 persons per unit (0.5 m) width of exit direct discharge to external.
- 11 Minimum width of internal escape corridors and staircases is 1.2 m.
- 12 A 2-way escape must be provided. Exit points must be remote from each other.
- 13 All escape routes / passageways must be free of obstruction. Exit points must lead directly to open exterior areas.
- 14 All designated exits points shall be provided with illuminated "Exit" signs incorporated with battery operated standby power supply. Directional exit signs are to be installed wherever necessary.
- 15 The inflatable tent shall be provided with sufficient numbers of self-contained emergency lightings.
- 16 The inflatable tent shall be supported by steel frames or trusses to prevent it from collapsing.

- 17 The event organizer shall provide barricades at the perimeter of the inflatable tent, but it shall not hinder smooth evacuation during any emergency.
- 18 For inflatable tent, an automatic detection system must be installed to sound an alarm when deflation of the tent is detected.
- 19 No storage of goods / materials / electrical services below the raised floors is permitted.

Fire Safety Provisions

- 20 Inflatable tent shall not be located within 1.5 m of any fire hydrant, breeching inlets of fire-fighting rising mains or fire exit staircases of nearby buildings.
- 21 Class 'AB' type of portable fire extinguishers shall be displayed prominently within the tent at every 15 m and secured at 1.2 m above ground level for ease of use during emergency.
- 22 At least 2 portable fire extinguishers of Class 'AB' type and a set of absorbent kits (to absorb spillage and prevent them from spreading further) shall be provided in the vicinity of the electrical generators.
- 23 Inflatable tent with floor area exceeding 400 (m sq) shall be provided with the manual alarm system.
- 24 Inflatable tent with floor area exceeding 400 (m sq) shall be provided with the fire hosereel system.

Other Fire Safety Measures

- 25 No activity shall be carried out on the fire engine accessway (fire engine hardstanding) and fire engine access road at all times.
- 26 Any activity involving the use LPG or flammable liquids / gases is not permitted.
- 27 "Open-flame" cooking is not allowed except where solid fuel burners are used to warm food that has already been prepared and cooked.
- 28 Electrical fixtures /wiring are firmly secured away from public's path.
- 29 Generators are to be sited at least 3 m away from building and tent.
- 30 The event organizer shall provide the emergency response team at event location.
- 31 The event organizer shall inform the building owner / land owner and fire safety manager (if applicable) should any fire safety issue or fire incident occur at event location during entire duration of event period, during set-up of event or during removal of set-up after event.
- 32 The event duration is limited to 60 days for each application of SCDF Temporary Change of Use Permit.

Updated on 25 April 2023