Standard Operating Procedure

Crowd Managers Required for Events and Training

The University of Texas at Austin
Fire Prevention Services

SOP Number: 101-07

Crowd Managers Required for Events and Training

PURPOSE

The following information provides guidance for the number of CROWD MANAGERS required based on the type and location of an event and the training required for CROWD MANAGERS for assembly occupancy events at The University of Texas at Austin.

PROCEDURE

Assembly Occupancy Defined

   A. Used for a gathering of fifty (50) or more persons for deliberation, worship, entertainment, eating, drinking, amusement, awaiting transportation, or similar uses: or
   B. Used as a special amusement building, regardless of occupant load.

Number of Crowd Managers Required for Events in an Assembly Occupancy

Crowd Managers shall be required for events in assembly occupancies as follows:

   A. Outdoor Events – a crowd manager shall be required for outdoor events with an occupant load of one thousand (1,000) or more people. Additional crowd managers shall be provided at a ratio of one (1) crowd manager for every two hundred fifty (250) occupants over one thousand (1,000).

   B. Indoor Events – a crowd manager shall be required for indoor events with an occupant load of two hundred fifty (250) or more people. Additional crowd managers shall be provided at a ratio of one (1) crowd manager for every two hundred fifty (250) occupants over two hundred fifty (250).

      1. The policy applies to the number of occupants expected at a single time, not the total occupants throughout the event.
      2. Crowd Managers are not required for classrooms with an occupancy greater than fifty (50).

   C. Tents – A crowd manager shall be required for events in tents with an occupant load of five hundred (500) or more people. Additional crowd managers shall be provided at a ratio of one (1) crowd manager for every two hundred fifty (250) occupants over five hundred (500).

      1. If fuel-fired equipment (cooking, heating, etc.) will be located under the tent, the number of occupants requiring a CROWD MANAGER shall be two hundred fifty (250).

Training Requirements for Crowd Managers

Training for CROWD MANAGERS shall meet one of the following requirements:

- A. Live training provided by Fire Prevention Services.
- B. On-line training provided by Fire Prevention Services.
- C. Training provided by third party services that have been approved by Fire Prevention Services

Crowd Manager training shall be required to be renewed every two (2) years.

DocuSigned by:

Waymon Jackson

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Director, Fire Prevention Services

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Date

REVISIONS

Date	Revision	Name
12/14/2021	0	Joshua Lambert