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## FIRE SAFETY FOR EVENTS PROGRAM

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### I. Purpose

The purpose of this program is to define policies and procedures that will ensure compliance with Rhode Island Uniform Fire Code requirements and to ensure fire safety for events that occur inside a Brown University building attended by 50 or more persons.

### II. Scope

Whenever 50 or more persons attend an event inside a Brown University property, the individual sponsor or a representative of the sponsoring organization must review this policy prior to the event and assure compliance with the specified procedures before and during the event.

### III. Application

This policy applies to individuals and the representatives of organizations who sponsor events that take place inside university buildings.

### IV. Definitions

*Authority Having Jurisdiction (AHJ)* – The AHJ shall be the state fire marshal, the deputy fire marshal and assistant deputies. Officers from the Fire Prevention Division of the Providence Fire Department generally serve as the AHJ for fire safety issues within the City of Providence. The Brown University Fire Safety Office is responsible for enforcing University rules and regulations.

*Code* – The term 'code' shall mean the Fire Safety Code established under the provisions of Rhode Island General Laws § 23-28.1-1. NFPA 1 - The National Fire Prevention Code (as amended) - serves as the Rhode Island Fire Prevention Code. NFPA 101 - The Life Safety Code (as amended) - serves as a primary reference for life safety issues.

*Exit* – The term 'exit' shall have the same meaning as 'means of egress.'

*Means of egress* – A continuous and unobstructed path of travel from any point in a building or structure to a public space and consists of three (3) separate and distinct parts: (i) the exitway access; (ii) the exitway; and (iii) the exitway discharge. A means of egress comprises the vertical and horizontal means of travel and shall include intervening room spaces, doors, hallways, corridors, passageways, balconies, ramps, stairs, enclosures, lobbies, escalators, horizontal exits, courts, and yards.

*Occupancy* – The term 'occupancy' shall mean the use of space or rooms within a building by a person or group of persons.

*Place of assembly* – The term 'place of assembly' shall mean a room or space within a building in which more than fifty (50) persons assemble for religious, recreational, educational, political, fraternal, social or amusement purposes, or for the consumption of food or drink.

## V. Procedures

### General Requirements:

The following procedures are established to assure compliance with the state fire code and Brown University fire regulations during events in assembly spaces on campus. The event sponsor is responsible for complying with the following requirements:

- *Being Familiar with the University's Emergency Action Plan* – Every employee should be familiar with the university's Emergency Action Plan. Important safety information and emergency procedures are detailed in this document. The Emergency Action Plan is available on-line at the Brown University Office of Environmental Health and Safety web site: <http://www.brown.edu/Administration/EHS/fire/>
- *Obtain the Fire Safety Checklist* – Event Sponsors shall obtain and use a copy of the Fire Safety for Events Checklist (Appendix A). The form is available from the EHS – Fire Safety website: [http://www.brown.edu/Administration/EHS/restricted/checklist\\_events.pdf](http://www.brown.edu/Administration/EHS/restricted/checklist_events.pdf)
- *Appoint a Responsible Person* – Appoint a person from your organization who will be responsible for complying with all applicable requirements specified in the Fire Safety for Events Checklist. The responsible person shall attend and be present throughout the duration of the event to assure compliance with all specified rules and procedures.
- *Planning the Event* – Determine the occupancy capacity of the space you plan to reserve for your event. The space must be large enough to accommodate the expected number of attendees. The listed occupancy capacity assumes no furnishings in the room. The use of chairs, tables, bars, stages, etc. will reduce the capacity of the space.

If you expect more than 300 attendees at the event, you must contact Fire Safety (863-3462) at least 5 business days prior to the start of the event to request a Providence Fire Department detail firefighter. The cost of the detail is the responsibility of the event sponsor. A department account number (or a check) must be supplied to Fire Safety before a detail will be scheduled. Contact Fire Safety for rates.

All decorations, wall coverings or sound insulation must be flame resistant, as specified in the fire code. Contact Fire Safety with any questions concerning the flammability of materials in the space.

Open flames are generally prohibited in assembly spaces. Section V of this program outlines guidelines for the safe use of candles by the Chaplain's Office for religious services, Dining Services and their approved contractors for their events and the safe use of Sterno gel type fuel.

The use of pyrotechnic devices is prohibited.

If more than 1,000 attendees are expected, A Crowd Management Plan must be filed with the Providence Fire Department and trained Crowd Managers must be present throughout the event. Any show or musical concert seating more than 2,000 attendees should use reserved seating only. Contact Fire Safety for additional information at least 3 weeks prior to the event.

### Setting Up Tables and Chairs – Aisle Requirements

In each place of assembly where seating is provided, except where assembly is seated at tables, the seating shall be arranged in an orderly manner with ample provisions made for aisles leading to exits, and no aisle forming a part of the egress system of the place of assembly shall be obstructed or encumbered. Refer to Section 13.2.5.5 of NFPA 101, Life Safety Code, 2003 Edition, for more detailed information

Tables arranged for dining or other purposes in places of assembly shall be so located in respect to exit openings, and so spaced apart, that sufficient means of access to exit openings is provided. Aisles in the direction of exits shall be at least three feet (3') in width. Suitable access to aisles shall be provided from all tables. Refer to Section 13.2.5.7 of NFPA 101, Life Safety Code, 2003 Edition, for more detailed information.

### Use of Candles

The use of candles is generally prohibited at Brown University. Candles may be used for religious ceremonies sponsored by the Chaplain's Office or by Dining Services or their approved contractors for specific events. A trained person with access to a Type "ABC" fire extinguisher must be present when candles are used. Whenever candles are used by Dining Services or the Chaplain's Office, the following guidelines must be observed:

- Never leave a burning candle unattended. Lighted candles should always be within sight.
- Keep burning candles away from drafts, vents and air currents.
- A candle is an open flame that can easily ignite any combustible material nearby. No combustible materials (paper, cloth, baskets, table decorations, etc.) may be placed within 6 inches of a candle flame. Candles with combustible items embedded in them are not permitted.
- Use candle holders that are sturdy, won't tip over, are made from a material that can't burn and are large enough to collect dripping wax. Place candle holders on a sturdy, uncluttered surface in a place where it is not likely to be knocked over.
- Keep candle wicks trimmed to 1/4 inch and extinguish taper and pillar candles when they get to within two inches of the holder or decorative material.
- Never move a burning candle. Glass containers and liquid wax can get very hot. Extinguish flame and allow wax to harden before moving.

### Use of Sterno type gel fuel for Food Warming

Sterno type gel fuel may be used for food warming at approved events, as long as the following guidelines are adhered to. A trained attendee with access to a Type "ABC" fire extinguisher must be present whenever Sterno type gel fuel is used. Never use water to extinguish a fire involving Sterno type gel fuel since water may actually spread the fire.

No combustible materials (paper, baskets, table decorations, table linens, etc.) may be placed within 6 inches of a burning fuel container.

When working with Sterno type gel fuel, always:

- Use CAUTION when handling OPEN FLAME products
- Use a blunt object, such as a spoon, to pry off the lid
- Cup hand over lid when opening can
- Remove excess gel from lid if it is being used as a regulator
- Wash fuel residue from hands
- Place the can underneath the chafing dish or beverage urn before lighting
- Make sure cans are placed securely in equipment
- Use a long handled match or butane lighter to light cans
- Use a snuffer paddle, regulator or saucer to extinguish flame
- Wait until can is cool before touching

When working with Sterno type gel fuel, never:

- Use a sharp knife to pry off the lid
- Use a lit can to light another can
- Carry lit cans
- Carry chafing dishes or beverage urns with lit cans
- Touch cans while still hot
- Allow loose clothing, napkins or tablecloths near flame
- Allow hair to fall near flame
- Use hands to extinguish flame
- Blow out flame of Sterno type gel fuel to extinguish

Small amounts of Sterno gel type fuel shall be stored in closed containers in a cool dry place (40-120°F) away from sources of heat or open flame. If large amounts of Sterno gel type fuel is to be stored in a University building please contact Fire Safety to determine appropriate storage requirements. For more information about Sterno type gel fuel education and safety, please refer to the following website:

[http://www.sterno.com/education\\_and\\_safety.aspx?kwid=1&descid=2&pg=education\\_and\\_safety.aspx](http://www.sterno.com/education_and_safety.aspx?kwid=1&descid=2&pg=education_and_safety.aspx)

#### 90 Minutes Prior to the Start of the Event:

- ✓ Check the panic hardware on all exit doors to assure smooth operation
- ✓ Open all exit doors to check the door swing, and remove any obstructions
- ✓ Check to make sure that any handicapped accessible entrances are unlocked and unobstructed
- ✓ Confirm that there are at least two clear exits
- ✓ All halls, egress passageways must be clear and unobstructed
- ✓ Fire doors must never be blocked open or chained shut
- ✓ Stairways must be clear
- ✓ Confirm that exit signs are present, visible and appear to be operating properly.
- ✓ Confirm that adjoining spaces present no obvious fire hazards.
- ✓ Fire extinguishers must be available for use. Check to be sure the pressure gauge is in the green zone.
- ✓ Know the location of fire alarm pull stations and assure that they are visible and easily accessible.

#### At the Beginning of the Event and Between Musical Sets:

The following announcement must be made at the start of the event, and between musical sets:

“In the event of a fire alarm, please proceed calmly to a nearby exit, leave the building and move away from the doorway.

Please note the location of nearby exits.

Be aware that the way you entered may not be the most direct way out.

Sitting or standing in the aisles and doorways is not permitted.

Smoking is not allowed inside any University building.

Please turn off or silence all pagers and cell phones.”

During the Event:

- ✓ Assure that the occupancy capacity of the space has not been exceeded
- ✓ Continue to monitor all exits, halls and stairways to be sure they are maintained clear and unobstructed.
- ✓ Ask anyone blocking an aisle or a doorway to move.

After the Event:

- ✓ At the completion of the event, the responsible person shall complete and sign the Fire Safety Checklist to verify that all appropriate fire safety measures were completed.
- ✓ Fold the form in thirds (with Fire Safety address facing out), tape or staple the form and drop it into campus mail to Box 1914.

Assembly Occupancy Capacity Calculations:

Occupancy capacities have been calculated by Brown University Office of Environmental Health & Safety and are subject to change, based on inspections by the Providence Fire Department, under provisions of the Rhode Island Fire Safety Act of 2003.

Using the Spreadsheet (Appendix B) – Occupancy capacity of a room is based on the net square footage of unobstructed floor space available. The “Net Floor Area” listed in this table is based on an observation of the room set up for normal usage. Usually the “Net Floor Area” represents the total floor area of an empty room. However, if the room contains a stage, a display case, a large table or chair, or any other permanent or semi-permanent fixture, the space occupied by the obstruction must be subtracted from the total area of the room to arrive at the “Net Floor Area.”

“Concentrated Use” capacities are based on the number of people standing in a room, and are calculated at 7 square feet of “Net Floor Area” per person. This use applies to parties and dances. Tables, chairs, stages, bars or any other furnishing placed in the room will reduce the capacity by 1 person for every 7 square feet of floor space taken up by the furniture.

“Less Concentrated Use” capacities assume that people are seated at tables.

“Non-Fixed Seating” refers to chairs that are easily removed from the room. Folding chairs and tablet chairs in classrooms are examples of “Non-Fixed Seating.”

“Fixed Seating” refers to seats in auditoriums or gymnasiums, where the seats or bleachers are permanently affixed to the floor.

## **VI. Responsibilities**

Event Sponsors:

- Groups that sponsor events in University buildings must appoint a responsible person whenever attendance at the event will exceed 50. That person must be familiar with the university’s Emergency Action Plan. The Emergency Action Plan is available on-line at the Brown University Office of Environmental Health and Safety web site:  
<http://www.brown.edu/Administration/EHS/fire/>
- The responsible person must also complete the Fire Safety for Events Checklist. The form is available on-line at the following web site:  
[http://www.brown.edu/Administration/EHS/restricted/checklist\\_events.pdf](http://www.brown.edu/Administration/EHS/restricted/checklist_events.pdf)

- Whenever an event will have 300 or more attendees the responsible person must request a firefighter detail from Fire Safety at least 5 business days prior to the start of the event and provide an account number or check to cover the cost of the detail.
- The responsible person shall perform an inspection of the space before the start of the event using the checklist and be present throughout the duration of the event to assure compliance with this program.
- If Food Warming is required, ensure that the guidelines for the safe use of Sterno type gel fuel are followed as described in this program.
- At the completion of the event, the responsible person shall complete and sign the Fire Safety for Events Checklist to verify that all appropriate fire safety measures have been completed. Forward the completed form to Fire Safety via campus mail to Box 1914.

#### Facilities Management:

- Assure that the set-up of tables and chairs is done in accordance with fire code specifications as referenced in Section V of this program.
- Be responsible for the installation and maintenance of life safety equipment (fire alarms, sprinklers, emergency lighting, exit signs, doors and emergency hardware.)

#### Environmental Health & Safety – Fire Safety:

- Provide training regarding the implementation of this program.
- Schedule Providence Fire Department detail firefighters upon request and coordinate all detail billing.
- Assist with Crowd Management for significant University events upon request.
- Review the policy annually and update as needed.
- Maintain a list of capacities for all assembly areas.

## **VII. Training Requirements**

Emergency Action Plan training is required for all faculty, staff & students. Emergency Action Plan training will be conducted in accordance with the University's EAP Program located at the following URL: <http://www.brown.edu/Administration/EHS/fire/>

Crowd Manager Training is required for Crowd Managers working events of 1000 or more attendees. The training is provided by the Rhode Island State Fire Marshall's Office and can be scheduled through Fire Safety.

## **VIII. References**

National Fire Protection Association, NFPA 1 – The National Fire Prevention Code, 2003

National Fire Protection Association, NFPA 101 – The Life Safety Code, 2003

R.I. State Fire Marshall's Office, Rhode Island Uniform Fire Safety Code, 2003

Candle Corporation of America, Sterno – Education and Safety Website, January 2007, [www.sterno.com](http://www.sterno.com)

## **APPENDIX A**

### **Fire Safety for Events Checklist**

**Brown University**  
**Fire Safety for Events Checklist (with 50 or more in Attendance)**

(Please Print)

Event Date:		Event Time:	
Event Location:			
Occupancy Capacity of the Reserved Space:			
Sponsoring Organization:			
Responsible Person:		Phone Number:	

**PLANNING THE EVENT**

- Determine the occupancy capacity of the space you plan to reserve for your event. The space must be large enough to accommodate the expected number of attendees. The listed occupancy capacity generally assumes no furnishings in the room. Chairs, tables, bars, stages, etc. will reduce the capacity of the space.
- If you expect more than 300 attendees at the event, you must contact Fire Safety at least **5** business days prior to the start of the event to request a Providence Fire Department detail firefighter. The cost of the detail is the responsibility of the event sponsor. A department account number (or a check) must be supplied to Fire Safety before a detail will be scheduled. Contact Fire Safety for rates.
- All decorations, wall coverings or sound insulation must be flame resistant, as specified in the fire code. Contact Fire Safety with any questions concerning the flammability of materials in the space.
- Candles and other open flames are generally prohibited in assembly spaces. Only the Chaplain's Office, Dining Services and their approved contractors may use candles for approved events.
- Sterno type gel fuel may be used for food warming, following the guidelines in this Program.
- If more than 1,000 attendees are expected, A Crowd Management Plan must be filed with the Providence Fire Department and trained Crowd Managers must be present throughout the event. Any show or musical concert seating more than 2,000 attendees should use reserved seating only. Contact Fire Safety for additional information at least 3 weeks prior to the event.

**90 MINUTES PRIOR TO THE START OF THE EVENT**

- Check the panic hardware on all exit doors to assure smooth operation
- Open all exit doors to check the door swing, and remove any obstructions
- Check to make sure that any handicapped accessible entrances are unlocked and unobstructed
- Confirm that there are at least two clear exits
- All halls, egress passageways must be clear and unobstructed
- Fire doors must never be blocked open or chained shut
- Stairways must be clear
- Confirm that exit signs are present, visible and appear to be operating properly.
- Confirm that adjoining spaces present no obvious fire hazards.
- Fire extinguishers must be available for use. Check to be sure the pressure gauge is in the green zone.
- Know the location of fire alarm pull stations and assure that they are visible and easily accessible.



**AT THE BEGINNING OF THE EVENT AND BETWEEN MUSICAL SETS**

The following announcement must be made at the start of the event, and between musical sets:

“In the event of a fire alarm, please proceed calmly to a nearby exit,  
 leave the building and move away from the doorway.  
 Please note the location of nearby exits.  
 Be aware that the way you entered may not be the most direct way out.  
 Sitting or standing in the aisles and doorways is not permitted.  
 Smoking is not allowed inside any University building.  
 Please turn off or silence all pagers and cell phones.”

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**DURING THE EVENT**

- Assure that the occupancy capacity of the space has not been exceeded
- Continue to monitor all exits, halls and stairways to be sure they are maintained clear and unobstructed.
- Ask anyone blocking an aisle or a doorway to move.

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**AFTER THE EVENT**

When each applicable task has been completed, place a check mark in the space provided.

Sign and date the form in the space below.

Within 48 hours, return the completed form to the Fire Safety Office via campus mail.

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**Signature of Responsible Person**

**Date**

**CONTACT THE FIRE SAFETY OFFICE WITH ANY QUESTIONS**  
 Telephone: 863-3462 Fax: 863-3417 e-mail: fire\_safety@brown.edu

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**Brown University  
 Fire Safety Office  
 Box 1914**

## **APPENDIX B**

### **Occupancy Capacity Spreadsheet**

**Brown University Fire Safety Office**

**Assembly Occupancy Capacities**

Occupancy capacities have been calculated by the Brown University Fire Safety Office and are subject to change, based on inspections by the Providence Fire Department under provisions of the Rhode Island Fire Safety Act of 2003	"Concentrated Use" capacities are based on people <u>standing</u> in a room with <u>no</u> furnishings Use of tables, chairs, stages, bars, etc. will reduce capacity
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						Concentrated Use	Less Concentrated Use
Building Name	Room Number	Room Name	NET AREA Square Feet	FIXED Seating	Non-Fixed Seating	Capacity 7 sq ft per person	Capacity 15 sq ft per person
Alumnae Hall		"The Gate" - Dining Area	3,200	164			213
Alumnae Hall		Auditorium	4,200			600	280
Alumnae Hall		Balcony		145			
Alumnae Hall		Commons Room	532			76	35
Alumnae Hall		Crystal Room	1,465			209	98
Andrews Hall	Room 103	Computer Resource Room	610	16			
Andrews Hall	Room 106	Lounge	610		12	87	41
Andrews Hall	Room 113	Fitness Room	600				40
Andrews Hall	Room 116	Lounge	600		24	86	40
Andrews Hall		Andrews Dining Room	5,250			750	350
Andrews Hall		Dining Room - 40 X 60" Round Tables - 8 chairs		350			
AnnMary Brown Library		All Galleries	1,802			257	120
Barbour Hall		Lounge	1,288			184	86
Barus & Holley	Room 141	Room 141			67		
Barus & Holley	Room 155	Room 155			54		
Barus & Holley	Room 157	Room 157			50		
Barus & Holley	Room 158	Room 158			64		
Barus & Holley	Room 159	Room 159			54		
Barus & Holley	Room 160	Room 160			48		
Barus & Holley	Room 161	Room 161			50		
Barus & Holley	Room 166	Tanner Auditorium		186			
Barus & Holley	Room 168	Ress Auditorium		140			
Barus & Holley	Room 190	Conference Room		60			
Barus & Holley	Room 191	Room 191	2,193				
Barus & Holley	Room 751	Seminar Room			64		
Biomed Center	Room 081	Cohen Lecture Room	650		44	93	43
Biomed Center	Room 119	Room 119			60		
Biomed Center	Room 139	Room 139	1,300		100	186	87
Biomed Center	Room 202	Louis Novak Amphitheater		110			
Biomed Center	Room 291	Eddy Auditorium		86			
Biomed Center	Room B13	Room B13			75		
Carr House	Room 132	Mac Cormack Theater			85		
Carr House	Room 132	Theater Balcony			40		
Champlin Hall	Room 018	Muslim Student Center	1,300		10	186	87
Churchill House		G.H. Bass Auditorium	900		60	129	60
Emery Hall	Room 016	Lounge	2,079		34	297	139
Faculty Club		Carberry Room		6			
Faculty Club		Class of '52 Room		30			
Faculty Club		Conference Room		30			
Faculty Club		Hutner Room		120			
Faculty Club		Kapstein Room		32			
Faculty Club		Picerne Room		24			
Faculty Club		Portrait Room		60			
Faunce House		Blue Room	1,505		100	215	100

<b>Brown University Fire Safety Office</b>							
<b>Assembly Occupancy Capacities</b>							
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Building Name	Room Number	Room Name	NET AREA Square Feet	FIXED Seating	Non-Fixed Seating	Capacity 7 sq ft per person	Capacity 15 sq ft per person
Faunce House		Leung Gallery	2,204			315	147
Faunce House		Peterutti Lounge	1,444	25		206	96
Faunce House		Steinburg Room (Lower Blue Room)	1,150		77	164	77
Faunce House		Underground Bar	926		50	132	62
Gerard House	Room 119	Room 119		75			
Grad Center "E"	Room 123	Room 123			50		
Grad Center "E"	Room 129	Piano Lounge	1,100			157	73
Grad Center "E"	Room 212	Bear's Lair	4,500			643	300
Grad Center "E"		Grad Center Bar	2,144			125	
Grant Fulton Hall		Main Hall		133			
Gregorian "A"	Room 116	Meeting Room	1,536			219	102
Gregorian "A"		Dining Room	2,772			396	185
Haffenreffer Barn		Classroom - 1st floor south	745				50
Haffenreffer Museum		Lower Gallery	1,288				86
Haffenreffer Museum		Upper Gallery	1,736				116
Haffenreffer Outing Facility		1st Floor meeting area	1,950				130
Hillel House		Goldfarb Family Social Hall	2,448			350	163
Hillel House		Chapel					
Hope College		Appleget Lounge	760			109	51
Hunter Lab	Room 130	Carmichael Auditorium		247			
Hunter Lab	Room 206	Room 206			72		
Hunter Lab	Room 265	Room 265			50		
John Carter Brown Library		Reading Room	2,947				196
John Hay Library	Room 222	Meeting Room	1,432			205	95
Kassar-Gould House		Foxboro Auditorium		100			
Keeney Quad		Arnold Lounge	1,680			157	
Keeney Quad		Bigelow Lounge - Fitness Center	1,385			198	92
Ladd Observatory		2nd Floor Observatory				10	
Ladd Observatory		Large Classroom				20	
Ladd Observatory		Outside Deck				40	
Ladd Observatory		Small Classroom				14	
Leeds Theater		Auditorium		202			
Lincoln Field Building	Room 209	Classroom		59			
List Art	Room 100	Main Lobby	1,726			247	115
List Art	Room 110	Room 110		90			
List Art	Room 120	Room 120		238			
List Art	Room 125	Bell Gallery	2,517			360	168
Lyman Hall	Room 026	Ashumu Dance Theater	3107 (gross)	75	75		
Lyman Hall	Room 2	"The Cave"			50		
Machado House		East lounge	480			69	32
Machado House		Large lounge	660			94	44
Machado House		Middle lounge	250			36	17
Machado House		West lounge	400		20	57	27
MacMillan Hall	Room 115	Classroom		110			

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Building Name	Room Number	Room Name	NET AREA Square Feet	FIXED Seating	Non-Fixed Seating	Capacity 7 sq ft per person	Capacity 15 sq ft per person
MacMillan Hall	Room 117	Starr Auditorium		300			
Manning Hall		Haffenreffer Museum	1,235			176	82
Manning Hall		Chapel	2,470	200			
Meehan Auditorium		Arena Seats		2,500			
Meehan Auditorium		Rink Area	17,000		1,650	2,429	1,133
Metcalf Chemistry Lab		Auditorium		253			
Metcalf Hall	Room 115	Lounge	450		10	64	30
Metcalf Research Lab	Room 129	Room 129			110		
Miller Hall	Room 107	Lounge	470		16	67	31
Minden Hall	Room 104	Lounge	1,075		10	154	72
Morriss Hall	Room 114	Fireside Lounge	1,435		32	205	96
Morriss Hall	Room 115	Lounge	1,973		33	282	132
OMAC	Room 106	Hall of Fame Room	1,294		85	185	86
OMAC		Field House	40,500		1,790	1,790	1,790
Orwig Music	Room 315	Room 315		59	10		
Partridge Hall		1st Floor Lounge				75	
Pembroke Field House	Room 103	Room 103	330			47	22
Pembroke Field House		2nd Floor	1,143			163	76
Pembroke Hall	Room 210	Room 210	750		75	107	50
Pembroke Hall	Room B-6	Room B-6	625		66	89	42
Pizzitola Sports Center		Gymnasium (Bleachers and fixed seats)		2,488			
Pizzitola Sports Center		Gymnasium (Bleachers closed)	19,000			2,714	1,267
Pizzitola Sports Center		Tennis Courts	27,896			3,985	1,860
Pizzitola Sports Center	2nd floor	Balcony seats		225	90		
Pizzitola Sports Center	Room 238	Reception Room	1,024	25		146	68
Pizzitola Sports Center	Room 235	Conference Room	370	16		53	25
Rhode Island Hall	Room 001	Room 001			50		
Rhode Island Hall	Room 201	Room 201	1,090		90	156	73
Robinson Hall		Balcony	1,000			143	67
Robinson Hall		Rotunda	130			19	9
Rochambeau House	Room 107	1st floor meeting room	507			72	34
Salomon Center for Teaching	Room 001	Auditorium		224			
Salomon Center for Teaching	Room 003	Room 003			60		
Salomon Center for Teaching	Room 101	Balcony		145			
Salomon Center for Teaching	Room 101	Main Auditorium		449			
Sayles Hall		Auditorium	4,130		525	590	275
Sharpe Refectory		Chancellor's Dining Hall		120			
Sharpe Refectory		Chancellor's Dining Hall Annex		20			
Sharpe Refectory		Dining Room #6		48			
Sharpe Refectory		Dining Room #7		48			
Sharpe Refectory		Dining Room #8		48			
Sharpe Refectory		Dining Room #9		48			
Sharpe Refectory		Ivy Room		185			
Sharpe Refectory		Main Dining Room		984			

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Sharpe Refectory		President's Dining Room		28			
Ship Street 70	Room 107	Seminar Room		90			
Sidney Frank - Life Science		Nathan Marcuvitz Auditorium		98			
Sidney Frank - Life Science		Main Lobby - Meeting Street Entrance	1,664		46	238	111
Sidney Frank - Life Science		Main Lobby - Meeting St. (furnishings removed)	2,016			288	134
Sidney Frank - Life Science		3rd floor west - lobby	600		4	86	40
Smith Swim Center		Upper / Lower Bleachers		1,304			
Smith-Buonanno Hall	Room 106	Room 106		128			
Smith-Buonanno Hall		1st Floor "Common Space"	1,030		20	147	69
Steinert Hall	Room 105	Practice Center Auditorium	1,583		75	226	106
Stimson Avenue 02		Function Room	440			63	29
Stuart Theater		Auditorium		299			
Stuart Theater		Balcony		38			
T. F. Green Hall	Room 203	Performance Room				155	
T. F. Green Hall	Room 205	Dance Studio				203	
T. F. Green Hall		Black Box Theater				239	
University Hall	Room 318	Corporation Room	1,300			186	87
Urban Environmental Lab	Room 106	Room 106			50		
Verney Woolley Dining Hall		Dining Rooms		375			
Watson CIT	Room 143	Sun Computer Lab		76			
Watson CIT	Room 165	Motorola Auditorium		73			
Watson CIT	Room 167	Classroom		36			
Watson CIT	Room 219	Classroom			65		
Watson CIT	Room 227	Classroom			65		
Watson CIT	Room 241	Swig Board Room		40			
Watson CIT	Room 265	Computer Station Classroom		24			
Watson CIT	Room 477	Lubrano Conference Room			60		
Wilson Hall	Room 101	Room 101			65		
Wilson Hall	Room 102	Room 102		112			
Wilson Hall	Room 301	Room 301			65		
Wilson Hall	Room 302	Room 302	1,040		102	149	69
Wilson Hall	Room 309	Room 309			55		
Wriston Quad - Buxton Hall	Room 120	Buxton Lounge	776			111	52
Wriston Quad - Chapin House	Room 101	Harambee Lounge	762			109	51
Wriston Quad - Chapin House	Room 129		762			109	51
Wriston Quad - Diman House	Room 101		792			113	53
Wriston Quad - Diman House	Room 133		792			113	53
Wriston Quad - Goddard House	Room 101	Alpha Delta Phi Lounge	769			110	51
Wriston Quad - Goddard House	Room 148	Delta Phi Omega Lounge	762			109	51
Wriston Quad - Harkness House	Room 101		762			109	51
Wriston Quad - Harkness House	Room 129		762			109	51
Wriston Quad - Marcy House	Room 101	Alpha Epsilon Phi Lounge	762			109	51
Wriston Quad - Marcy House	Room 140		769			110	51
Wriston Quad - Olney House	Room 101		762			109	51

**Brown University Fire Safety Office**  
**Assembly Occupancy Capacities**

Occupancy capacities have been calculated by the Brown University Fire Safety Office and are subject to change, based on inspections by the Providence Fire Department under provisions of the Rhode Island Fire Safety Act of 2003	"Concentrated Use" capacities are based on people <u>standing</u> in a room with <u>no</u> furnishings Use of tables, chairs, stages, bars, etc. will reduce capacity
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Building Name	Room Number	Room Name	NET AREA Square Feet	FIXED Seating	Non-Fixed Seating	Concentrated Use Capacity 7 sq ft per person	Less Concentrated Use Capacity 15 sq ft per person
Wriston Quad - Olney House	Room 135		793			113	53
Wriston Quad - Sears House	Room 101		755			108	50
Wriston Quad - Sears House	Room 129		755			108	50
Wriston Quad - Wayland House	Room 101	North Lounge	762			109	51