

NOTICE OF PROPOSED REGULATION AMENDMENT

Date: October 20, 2006

REGULATION TITLE:
Potentially Hazardous Events

REGULATION NO.:
6C7-4.0292

SUMMARY OF REGULATION: This regulation is amended to reflect changes in the process of obtaining approval for holding potentially hazardous events on university-controlled property.

AUTHORITY: BOG Resolution dated January 7, 2003

NAME OF PERSON WHO INITIATED PROPOSED REGULATION AMENDMENT:

Kerry Welch, Director of Office of Student Involvement
Jim Uhlir, Director of Environmental Health and Safety

COMMENTS CONCERNING THE PROPOSED REGULATION AMENDMENT SHOULD BE SUBMITTED WITHIN 14 DAYS OF THE DATE OF THIS NOTICE TO THE CONTACT PERSON IDENTIFIED BELOW. The comments must identify the regulation you are commenting on.

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED REGULATION AMENDMENT IS:

Regulations Administrator
4000 Central Florida Blvd.
Millican Hall, Suite 360
Orlando, FL 32816-0015
Phone: (407) 823-2482
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FULL TEXT OF THE PROPOSED REGULATION AMENDMENT:

6C7-4.0292 Potentially Hazardous Events.

(1) Scope.

(a) This rule applies to the holding of potentially hazardous events on university controlled property. Excepted from this rule are official events which are scheduled annually in university publications (classes, orientation, registration, etc.).

(b) A potentially hazardous event is defined as any activity that might possibly result in some degree of harm to persons or in defacement or damage to public or private property. Examples include, but are not limited to: bonfires; use of firearms, explosives or munitions; fireworks; helicopter or other aircraft landings; low level aircraft demonstrations or fly-bys; motor vehicle races; gatherings in excess of 150 persons, including unregistered campus athletic events.

(2) Required Approvals.

(a) Except as otherwise provided in paragraph (1)(a) above, any university or non-university person or organization must secure approval in advance before conducting or publicly announcing intent to conduct a potentially hazardous event on university controlled property. In the case of a university person, concurrence of the individual's supervisor is required in advance.

(b) Applications for approval shall be made in writing to the ~~university's Director of Public Safety and Police~~ Office of Student Involvement on a ~~University approved~~ Form OSI-40, 40-2 (effective ~~1-2-87~~11-06) entitled "~~Application to Conduct a Potentially Hazardous Event~~Safety Action for Event Approval", at least 15 calendar days in advance of the proposed event, unless this time limit is waived by the director. The ~~Director of Public Safety and Police~~ Environmental Health and Safety Office (EH&S), the Office of Student Involvement (OSI), or the Public Safety Office will, upon request, furnish the applicant with blank copies of this form. The form is also available at www.GetInvolveducf.com.

(c) Each application shall be accompanied by proof of insurance as specified in subsection (6) below.

(d) ~~The Director of Public Safety and Police will circulate applications received to the following university officials for their information and approval and will advise the applicant of the university's approval or disapproval:~~

~~1. Director of Environmental Health and Safety.~~

~~2. Director of Physical Plant.~~

~~3. Risk Manager.~~

~~4. Director of Student Union and Recreation and Wellness Center.~~The applicant must deliver to the Office of Student Involvement a completed Form OSI-40 signed by the organization advisor. It is the organization's responsibility to monitor the progress of the form by contacting OSI staff prior to the event. OSI staff will circulate applications to the following University officials for their information and approval:

1. UCF Police Department

2. Director of Environmental Health and Safety

3. Director of Physical Plant

4. Insurance Officer (if insurance is required)

5. Director of Student Involvement (*Not staff events*)

When the application has been circulated among the above University officials, the application will be returned to the Office of Student Involvement (*except staff events*). OSI staff or a designee will advise the applicant of the University's approval or disapproval.

(3) Cancellations and Terminations.

(a) Application or approval for conducting a potentially hazardous event may be cancelled by either the applicant or the university upon giving written notice to the other party.

(b) Any event may be terminated at any stage by the university Director of Police and Public Safety if that official determines that the event is not being conducted strictly in accordance with the terms of the approved application, or in the event of disruptive or unsafe situations.

(4) Applicant's Responsibility. In addition to securing university approval (on Form OSI-40) to conduct the event, applicants shall be responsible ~~that~~ for ensuring:

(a) The event is conducted as described in the approved application including any requirements thereon for clean-up, extra security, etc.

(b) All restrictions placed on the event by the university are followed.

(5) University Assistance. If facilities and personnel are available, the university may be able to assist applicants by providing security, clean-up crews, etc., at cost. However, there is no assurance that such assistance will be available for any specific event.

(6) Insurance Requirements.

(a) All potentially hazardous events must be covered by liability insurance in amounts appropriate for the event as determined by the University.

(b) University departments acting as applicants shall contact the university's insurance office to determine if the current UCF liability coverage provides the required protection or if a special rider must be obtained. Cost of such rider shall be charged to the applying department's account.

(c) All other applicants must furnish at their own cost appropriate proof of adequate insurance from a surety firm licensed to do business in the State of Florida by the Florida Department of Insurance.

Authority: BOG Resolution dated January 7, 2003. History—New 5-28-85, Formerly 6C7-4.292, Amended 12-22-86, 7-27-92, 4-27-03, _____.