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|  SATBAYEV UNIVERSITY | NON-PROFIT JOINT-STOCK COMPANY "K.I. SATBAYEV KAZAKH NATIONAL RESEARCH UNIVERSITY " | |
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INSTRUCTIONS
on fire safety measures during
festive events
(FSI 05)

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PREFACE

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1. General Provisions

1.1 This Instruction provides the basic fire safety requirements that must be met when holding festive events with a large gathering in the premises and on the territory of NPJSC "KazRNTU"

1.2 Carrying out festive events (evenings of rest, discos, New Year's and other performances) in buildings and structures is allowed only after checking them for compliance with the requirements for ensuring the safety of people in the event of a fire.

The results of the inspection must be recorded in the inspection log and signed by the person responsible for ensuring fire safety during the event or the manager of the facility.

1.3 Responsibility for ensuring fire safety measures during festive events rests with the managers of the facilities where these events are held.

2 Organization and holding of events

2.1 During events, responsible persons are on duty. The premises where events are held are provided with primary fire extinguishing means.

2.2 Only premises provided with at least two emergency exits are used.

2.3 Christmas trees are installed on a stable base and in such a way that the branches do not touch the walls and ceiling and do not impede exit from the room.

2.4 If there is no electric lighting in the room, events at the Christmas tree are held only during daylight hours.

2.5 Illumination is carried out in compliance with the requirements of the Electrical Installation Rules. When using an electric lighting network without a step-down transformer, garlands are used on the tree only with sequential switching on of light bulbs with a voltage of up to 12 Volts. The permissible power of the bulbs is 25 watts.

2.6 If a malfunction is detected in the illumination (heating of wires, blinking lights, sparking), it is immediately de-energized.

2.7 When used for staging or illumination lighting of laser installations, generating laser units are installed in equipment rooms on bases made of non-combustible materials at a distance of no closer than one meter from the surfaces of combustible structures and decorations. For these works, laser systems with fireproof characteristics are used.

2.8 When installing soffits and ramps, only non-combustible materials. Soffit bodies are isolated from the cables supporting them. Spotlights and spotlights are installed at a distance of at least 0.5 meters from decorations and structures made of flammable materials. The distance from the lens spotlight to flammable decorations should be maintained at least two meters.

2.9 If it is necessary to carry out special fire effects,

associated with the use of pyrotechnic products and sources of open fire that can lead to a fire, the head of the organization conducting fireworks develops and implements fire prevention measures.

2.10 The protection of fireworks display sites is carried out by the organization

conducting fireworks. Launch sites are provided with primary fire extinguishing means (fire extinguishers, containers with water or sand).

2.11 The following is not allowed on the premises:

- 1) holding events with bars on the windows of the premises in which they are held;
- 2) the use of arc spotlights, candles and firecrackers, arranging fireworks and other fire-hazardous light effects that can lead to a fire;
- 3) carrying out fire, painting and other explosion and fire hazardous work;
- 4) using shutters on windows to darken rooms;
- 5) reducing the width of the aisles between rows and installing additional chairs in the aisles;
- 6) complete shutdown of indoor lighting during performances or performances;
- 7) filling the premises with people in excess of the established design documentation;
- 8) obstruct evacuation routes, approaches to fire extinguishing and communications equipment, power outage devices, as well as close the doors of emergency exits during events;
- 9) use and launch of uncontrolled flying flashlights using an open source of fire;
- 10) the use of light filters made of combustible materials instead of glass in spotlights and spotlights. Lamps whose glass shows signs of darkening or bulging are immediately replaced with new ones;
- 11) on the sites from which pyrotechnic products are launched, smoking and lighting fires, and leaving pyrotechnic products unguarded are not allowed;

3 Actions of the responsible person in case of fire

In the event of a fire, you must:

- 1) inform security, supervisor or other officials;
- 2) immediately report this by calling 101 to the fire department (you must provide the address of the facility, the location of the fire, and also provide your last name);
- 3) complete the event, stop the musical accompaniment;
- 4) organize evacuation, direct people to the exit, stop panic.
- 5) if it is not life-threatening, take measures to extinguish the fire using available fire extinguishing means;

3.1 Use of primary fire extinguishing agents in case of fire

3.4 Powder fire extinguisher is used to extinguish fires (combustion of flammable liquids, flammable gases, electrical installations under voltage up to 1000 volts, as well as alkali metals and vehicles).

3.5 To use the fire extinguisher, it is necessary to remove the seal, pull out check, point the bell at the source of fire at a distance of at least 1-2 meters on the leeward side and press the lever.

Change registration sheet _____

| Serial number | Section, subparagraph of the document | Type of change (replace, cancel, add) | Number and date of notification | Changes made | |
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| | | | | date | Signature |
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