



WIND MANAGEMENT PLAN

WHERE TENT(S) / STAGE(S)

ARE USED

* Offices of Primary Responsibility (OPR):

- University Protocol & Events, Event Planner
- Law School, Event Planner
- Alumni Relations, Event Planner
- Other University Sponsor, Event Planner

* The OPR Event Planner is the responsible party

* Campus Safety Services (CSS) supports the Event Planner with communication tools at their disposal.

* Tent: Any structure, enclosure or shelter, with or without side walls or drops, constructed of fabric or pliable material supported by any manner except by air or contents that it protects. Permit is required for tent or other membrane structure that meets one of the following conditions:

- a. An area of 400 square feet or greater; or
- b. A height of 20 feet or taller
- c. Also, as determined necessary to ensure a minimum level of safety

* Stage: A permit is required for stages.

All permits shall be posted at the site or kept in an approved location on the premises.

THIS PLAN IS TO BE POSTED AND ALL AFFECTED NOTIFIED OF RESPONSIBILITY

This plan is to monitor the weather conditions, especially wind events. Forecast of winds speed on campus shall be monitored through the use of at least one weather forecast service. Wind speed shall be monitored on campus by use of an anemometer located on the roof of University Support Services (Facilities Department), Building 604. During the installation of these structures and during the event, wind speed shall be monitored on a continuous basis, and recorded. The wind speed monitoring system will automatically notify the CSS dispatcher when the wind speed reaches 25 miles per hour (mph). During an outdoor event the Event Planner will regularly check-in with Campus Safety Services (CSS) to learn the current wind speed reading.

Santa Clara University as a matter of policy for outdoor events will not approve the use of tents when the forecasted wind speed is expected or forecasted to exceed the Beaufort Scale number 5 (wind speed 19-24 mph). **See last page to review Beaufort Scale definitions.

Base Capacity for Wind

The required ballast at tent bases shall exceed the uplift values shown on the cover page of the calculations for each structure. These ballast amounts are for the minimum wind design events per building code, which are a 3-second duration gust of wind at 70 miles per hour. The maximum sustained wind allowed for the structures is 50 miles per hour (mph). However, precautions must be taken that these wind loads are not approached or exceeded during usage of the structure(s).

Typical Sequence of an Event on campus:

- Pre-event (5-7 days) before event set-up / tear-down contractor brings in equipment, stage, tent poles, tent(s), water barrels, tables, chairs, etc. Contractor is responsible for their equipment.
- Pre-event (2-4 days) before event contractor begins set-up using their set-up crew(s). Contractor is responsible for their equipment and workers
- Day of the event, Event Planner and contractor are on site throughout the entire event. Event Planner is in-charge of the event.
- Post-event, contractor in charge of breakdown of the event and equipment removal from campus.

PRECAUTIONS FOR HIGH WINDS, DAY OF EVENT:

These precautions include, but are not limited, to the following:

Wind speed approaches 25 mph:

1. Event Planner, after verifying wind speed with CSS, notifies the event set-up/tear-down contractor.

Wind speed expected to exceed 30 mph:

1. Setup/tear-down contractor is put on alert.

Wind speed approaches 35 mph:

1. Hanging fixtures - lighting and sound, etc., if used shall be secured against swinging, or lowered to the deck. This work will be performed by the contractor.
2. Tent anchorage devices, ballast, and bracing cables shall be inspected for tightness and security. This work will be performed by the contractor.
3. Anything on-site that can become wind-blown debris should be removed or anchored to the ground. This includes items such as waste, recycle, composting containers, flag poles, construction materials, etc. This work will be performed by the contractor.





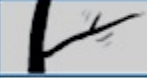








Wind speed expected to exceed 40 mph:

1. **Area to be evacuated!** Evacuation directions will come from the Event Planner and/or CSS officers.
2. Evacuate the area to at least 200 feet clear of the large tents and main stage.

Winds speeds in excess of 50 mph

1. All personnel maintain a safe distance, at least 200 feet clear from any structure.

Beaufort Scale

Beaufort number	Wind Speed (mph)	Seaman's term		Effects on Land
0	Under 1	Calm		Calm; smoke rises vertically.
1	1-3	Light Air		Smoke drift indicates wind direction; vanes do not move.
2	4-7	Light Breeze		Wind felt on face; leaves rustle; vanes begin to move.
3	8-12	Gentle Breeze		Leaves, small twigs in constant motion; light flags extended.
4	13-18	Moderate Breeze		Dust, leaves and loose paper raised up; small branches move.
5	19-24	Fresh Breeze		Small trees begin to sway.
6	25-31	Strong Breeze		Large branches of trees in motion; whistling heard in wires.
7	32-38	Moderate Gale		Whole trees in motion; resistance felt in walking against the wind.
8	39-46	Fresh Gale		Twigs and small branches broken off trees.
9	47-54	Strong Gale		Slight structural damage occurs; slate blown from roofs.
10	55-63	Whole Gale		Seldom experienced on land; trees broken; structural damage occurs.
11	64-72	Storm		Very rarely experienced on land; usually with widespread damage.
12	73 or higher	Hurricane Force		Violence and destruction.