



UNIVERSITY POLICY ES-03.04-03/26

TO: The University of West Florida Community

FROM: Mr. Manny Diaz, Jr., President

SUBJECT: Use of Fireworks on University Property

RESPONSIBLE OFFICE: Environmental Health and Safety

I. Purpose:

To establish policies for the safe use of fireworks and other incendiary material on campus grounds and in campus facilities.

II. Definitions:

Certificate of Insurance (COI) – document issued by an insurance company or broker that demonstrates proof of coverage and summarizes key details such as insurance coverage amounts.

III. Policy:

A. Statement

Improper handling of fireworks and other incendiary materials on campus can result in serious accidents and the potential for severe damage to campus facilities and property. As such, procedures must be developed and implemented to minimize the potential danger to faculty, staff, students, and visitors and to minimize damage to University property.

Accordingly, all pyrotechnic displays on the campus of the University of West Florida should be conducted in accordance with the requirements of State and local law and the University's Office of Environmental Health and Safety (EH&S).

B. Procedures

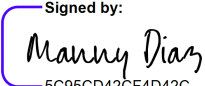
Any and all University departments, staff, or students planning any pyrotechnics display (a sponsor) shall make application to EH&S no later than fifteen (15) days prior to the planned display.

The Sponsor or its contractor shall be responsible for obtaining any required State and Local permits and for furnishing a COI based on UWF's minimum insurance coverage and

requirements document. The COI must name the University of West Florida and the UWF Board of Trustees as additional insureds.

EH&S will review any and all contracts or other instruments entered into by the Sponsor in connection with the planned display to insure all required permits for the stated activity are in place prior to the event and shall help develop unique site-specific criteria to ensure the safety of the spectators.

The Sponsor and any contractor shall be required to comply with the requirements established by EH&S in connection with the event. EH&S or other entity having appropriate authority are authorized to suspend or terminate a pyrotechnic display at any time at their discretion if the requirements of this policy are not followed or if they believe an unsafe condition exists.

Approved by:  **Date:** 03/13/2026
Signed by: Manny Diaz 5C95CD42CF4D42C...
Mr. Manny Diaz, Jr.

Authority: Florida BOG Regulation 1.001, University Board of Trustees Powers and Duties §1013.12, Florida Statutes

Cross Ref.:

History: Approved August 2002; amended September 2003, August 2011, and March 2026

Last Review: March 2026