GUIDELINES FOR APPLICATION OF
EXPLOSIVE USER LICENCE FOR FIREWORK DISPLAY

PART 1

A. APPLICATION REQUIREMENTS

Required Supporting Documents
1. You must submit the following documents with your application:
   o Valid engagement letter from the event organiser who has engaged your licensed company
   o Written approval from property/landowner permitting use of location for fireworks display
   o Detailed fireworks firing floor plan showing:
      ▪ Setup location
      ▪ Safety areas as per GEWC (Explosives and EP) Regulations
      ▪ Inner security cordon
      ▪ Security personnel positions
      ▪ Emergency access routes
      ▪ Fire extinguisher positions
2. Additional clearances required for specific locations:
   o For outdoor events: Obtain air clearance approvals from both:
      ▪ Civil Aviation Authority of Singapore (CAAS)
      ▪ Republic of Singapore Air Force (RSAF)
   o For fireworks fired from/over PUB waters: Obtain clearance from PUB
3. For use of aerial shells (generally prohibited):
   o Only permitted for outdoor fireworks displays at:
      ▪ Cultural or commemorative events of national significance
      ▪ Community events where fireworks play a major role in celebrations
      ▪ Special events declared under Section 21 of the Public Order Act 2009
   o Must obtain express endorsement from a Singapore public sector agency

B. SELECTION OF FIREWORKS SETUP LOCATIONS
1. Unsuitable Locations - The following locations are generally not suitable for fireworks displays:
   o Rooftops of buildings (due to structural loading and fire safety concerns)
   o Areas near sensitive installations (e.g., petroleum storage facilities)
   o Locations near hospitals or nursing homes
   o Areas with high fire risk
   o Locations with overhead obstacles (power lines, trees, etc.)
   o Sites with limited emergency access/egress
   o Areas near construction sites with flammable materials
2. Site Assessment Considerations When selecting a location, evaluate:
   o Ground stability and level surface
   o Adequate safety distance from spectators and structures
   o Emergency vehicle access points
   o Wind patterns and natural barriers
   o Proximity to residential areas
   o Available space for safety areas
   o Crowd management capabilities
   o Fire hazards in surrounding area
3. Preferred Setup Locations Consider these alternatives:
   o Open fields or parade grounds
   o Waterfront areas (with PUB approval)

- Purpose-built event spaces
- Large open carparks
- Sports fields (with proper protection for surfaces)
- Designated event areas in parks (with relevant approvals)
4. Additional Location Requirements Selected site must have:
    - Clear flight paths (if required)
    - Sufficient space for debris fallout
    - Multiple evacuation routes
    - Space for equipment staging
    - Secure storage area
    - Good visibility for security monitoring
    - Protection from unauthorized access

C. SAFETY AREA PLANNING REQUIREMENTS

1. Safety Areas for Traditional Fireworks You must comply with Western Australia Code of Practice for Fireworks Display safety distances:
    - Lance-work only: 15 meters minimum
    - Lance-work incorporating fountains, flares: 30 meters minimum
    - Mine bags, multishot box items, Roman candles, comets, mines: 45 meters minimum
    - Aerial shells (if approved):
        - 75mm shells: 45 meters minimum
        - 100mm shells: 75 meters minimum
        - 125mm shells: 100 meters minimum
        - 150mm shells: 150 meters minimum (Note: Exact distances must comply with current Western Australia Code of Practice)
2. Safety Areas must be:
    - Clearly marked with barriers or tape
    - Monitored by security personnel
    - Kept clear of unauthorized personnel
    - Maintained throughout setup and display period
    - Set up according to approved site plans
3. Sparkular Machines
    - Maintain minimum 3-meter safety area around each machine

D. SECURITY REQUIREMENTS

1. For fireworks exceeding 10kg NEQ:
    - Deploy minimum 2 Armed APOs to escort fireworks from approved storage to site
    - Deploy minimum 2 Armed APOs to guard stored/installed fireworks until discharge/return
    - Deploy Armed APOs for early removal if approved
2. For all fireworks regardless of NEQ:
    - Restrict access to PRD-cleared personnel only
    - Maintain security presence at storage and firing areas
3. Storage and Handling:
    - Store fireworks only in approved locations (Storage Licence is required for overnight storage)
    - Return unused fireworks to TOLL magazine within specified timeframe
    - Maintain real-time inventory records
    - Report any loss or theft immediately to Police by calling "999"

E. PRE-DISPLAY REQUIREMENTS

1. Public Notification You must notify nearby residents and stakeholders of the fireworks event through:

- o Advisory signage at prominent locations showing:
  - Event details and timing
  - Safety instructions
  - Operational hotline number
  - Email address for enquiries
- o Distribution of informational materials (e.g. pamphlets) containing:
  - Event information
  - Contact details
  - Safety precautions
  - Expected duration

2. Communication Setup
- o Establish operational hotline
- o Set up dedicated email address for enquiries
- o Ensure contact points are operational from 2 hours before until 2 hours after display
- o Train staff to handle public enquiries

3. Site Preparation
- o Install all required safety barriers and signage
- o Set up Safety Area and inner security cordon
- o Position fire extinguishers
- o Verify emergency access routes are clear

4. Facilitate site inspection by Licensing Officer upon request

PART 2

F. OPERATIONAL REQUIREMENTS

1. Weather Monitoring Cease operations when:
- o Wind speed exceeds 16 km/h
- o Lightning risk is present

2. Emergency Preparedness
- o Position fire extinguishers within 10 metres of all discharge points
- o Keep emergency access routes clear
- o Implement emergency shutdown if required safety personnel leave position

3. Public Communication
- o Display advisory signage at all access points showing:
  - Event details and timing
  - Safety instructions
  - Contact information (operational hotline and email address)
- o Maintain operational hotline from 2 hours before until 2 hours after display

4. Documentation Requirements
- o Take photographs of all installed equipment after setup
- o Record entire firework display via video camera
- o Maintain all documentation for minimum 30 days
- o Submit records to Licensing Officer within 24 hours when requested

G. POST-EVENT REQUIREMENTS

1. Immediate Actions:
- o Clear all debris within the safety area
- o Conduct thorough site inspection
- o Secure and account for any unused fireworks

2. Documentation Submission:
- o Submit Fireworks Safety Checklist to Licensing Officer next working day
- o Facilitate site inspection by Licensing Officer upon request

H. INCIDENT REPORTING PROTOCOLS

1. Immediate Police Reporting (Call "999"):

- o Safety area breaches
- o Unauthorized access attempts
- o Injuries or accidents
- o Loss/theft of firework materials
- o Fire incidents
2. Licensing Officer Notification (Within 2 hours):
   - o Time and location of incident
   - o Nature of incident
   - o Immediate actions taken
   - o Current status
3. Detailed Report (Within 24 hours): Submit to Licensing Officer:
   - o Full incident description
   - o Root cause analysis
   - o Corrective actions implemented
   - o Preventive measures for future events

I. COMPLIANCE REQUIREMENTS
1. Legal Compliance:
   - o Guns, Explosives and Weapons Control Act 2021 (GEWCA)
   - o Guns, Explosives and Weapons Control (Explosives and Explosive Precursors) Regulations 2025
   - o Western Australia Code of Practice for Fireworks Display
   - o All conditions imposed by relevant authorities
2. Operational Compliance:
   - o Fire all effects vertically unless specific angles are approved in licence
   - o Stop discharge immediately if any hard debris projects beyond safety area
   - o Follow approved site plans strictly; any deviations require prior approval
3. Documentation Compliance:
   - o Maintain all required records for minimum 30 days
   - o Submit reports within specified timeframes
   - o Keep real-time inventory records