



ANSI ES1.42 – 2025 Parade Safety

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Interest category codes

DE = Designer of Events	DR = Equipment Dealer or Rental Company
EQP = Equipment Producer	EVP = Event Producer
EW = Event Worker	G = General interest
INS = Event Insurance Company	PA = Performing Artist

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Foreword

The Event Safety Guide was first published by the Event Safety Alliance (“ESA”) in 2014 as a treatise which identified and explained reasonable practices regarding event safety. With permission from the UK Health and Safety Executive, ESA’s *Guide* was modeled after, and borrowed from HSG195, *The Event Safety Guide (Second edition), A guide to health, safety and welfare at music and similar events*, often referred to as “The Purple Guide.”

In 2016, the Event Safety Working Group (ESWG) was established within ESTA’s Technical Standards Program to convert *Event Safety Guide* chapters into consensus-based standards that could be referenced by event organizers, producers, public safety agencies, and other parties seeking to identify reasonable safety practices and decision-making processes. This standard expressly builds upon guidance contained in ANSI ES1.9-2020, *Crowd Management*, and ANSI ES1.40-2023, *Event Security*, as well as other materials cited in these pages.

A consensus industry standard is not law, although jurisdictions may incorporate all or part of this standard into their laws or regulations. Rather, this standard provides guidance for practitioners and the people who review their behavior and decisions, to understand what may be reasonable under their circumstances. Compliance with this standard does not itself satisfy legal obligations or confer immunity in any specific situation.

Introduction

I. Purpose and Context of this Standard

The purpose of this standard is to help reduce the risk of harm to people and their property while they participate in and attend parades. It focuses on what parade organizers should do, may do, or should consider under various foreseeable circumstances. Operational decisions about parades fit within the broader context of event management. That context is generally comprised of the following elements.

- a) Risk Assessment. It is valuable, especially for events that involve larger or more active crowds or more complicated events or venues, for parade organizers to conduct a risk assessment which identifies the risks that are (i) most likely to occur or (ii) would have the most impact on participants or spectators.
- b) Event Action Planning. Once a risk assessment is done, organizers should distinguish risks that can be mitigated from those that are inherent in that parade. The resulting plan should identify operational duties and responsibilities during both normal operations and foreseeable emergencies, and it should be reviewed at least annually or when there are operational changes to the event.
- c) Training. Once there is a plan to mitigate the most foreseeable and consequential risks, the parade organizer can ensure that participants and marshals can fulfill their responsibilities consistent with that plan. The plan should be provided to other stakeholders and public safety officials.
- d) Supervision. Because even the most well-trained, conscientious people are fallible, supervision by event organizers in communication with key operational leaders is a final layer of assurance of safety practices consistent with this standard and the plans for normal and emergency procedures.

II. What Could Go Wrong at a Parade?

Although some people might ask this question with incredulity, anyone who has organized a parade – or noticed the number of people and actions that must be carefully synchronized – will understand that this is a serious question with a distressingly long list of possible answers.

- In Wisconsin, a man intentionally drove his SUV past barricades into a Christmas parade, killing six people and injuring more than 40 others.
- A mass shooting during an Independence Day parade outside Chicago left seven people dead and more than 40 others injured. The shooter fired down from a rooftop using a ladder attached to the building.
- An argument in the crowd celebrating the Kansas City Chiefs’ NFL championship left one person shot to death and more than 20 others injured, including children.

- In North Carolina, the brakes failed on a pickup truck towing a dance school float, causing the truck to lose control and run over one of the dancers. The 20-year-old driver had prior citations for vehicle inspection and equipment violations.
- In west Texas, a freight train collided with a parade float crossing the tracks, killing four parade participants. Law enforcement allowed the float to proceed despite the crossing signal activating.
- Two motorcycles performing tricks collided in a southern Indiana parade. One operator had fallen behind his unit while he greeted spectators, then he collided with another operator when he tried to catch up.
- A man on his way to work drove into the back of a sunrise union march near Detroit. The march organizer did not obtain a parade permit so there was no notice that pedestrians would be walking in the road, and no one wore high visibility clothing.
- A Colorado child was crushed when he jumped off a flatbed trailer while it was in motion. There was plenty of room on the trailer for the boy to sit next to his church pastor, but the “mobile billboard” was not intended for riders and lacked railings or other means of keeping people on board.
- In Utah, a girl walking with her dance school got too close to a trailer carrying other children and was crushed. The vehicle driver never noticed her near his rear wheels.
- In Nevada, a horse that was part of a parade entry raced down a street that was not closed for the event, where it was struck and killed by a vehicle. The handler was unfamiliar with the horse and admitted he was barely holding the reins when it got scared by loud noises and bolted from his grip.

We offer this “parade of horrors” not to suggest that celebrations of people and vehicles moving down public streets are unreasonably dangerous. To the contrary, our experience is that parades cause few injuries and little property damage. We are under no illusion, however, that parades involve fewer risks than other complex events, and no parade genre or geographic region has proved to be either more or less hazardous than any other. This is why safety must be a key consideration for all parade organizers and participants.

It is important to state that the process of creating safety plans helps event organizers think through possible safety-related disruptions in advance, meaning that the planning process has its own independent value. Plans, however, are tools, not handcuffs. This standard is intended to help parade organizers, public safety officials, and other stakeholders assess and mitigate the risks they can foresee, and also help them think logically through other possible risks that must also be addressed.

III. Duty to Have a Reasonable Parade Safety Plan

As with any broad subject, one should not get lost in the details of this standard. The number or names of factors to be considered are less important than the user identifying and considering the reasonably foreseeable safety risks for their parade and developing reasonable risk mitigation plans to address them.

The root of a plan that is “reasonable” is that one has a reason for one’s actions – ideally a good reason. People in charge of parades must think through the circumstances of their event, take seriously open-ended questions such as “What could go wrong?” and “What new problems might a proposed solution create?” then either (a) accept the risks as is, or allocate resources to (b) eliminate them entirely, (c) mitigate them as effectively as possible, or (d) transfer them to someone else (e.g., through contractual indemnification or insurance).

Parade organizers can mitigate safety risks by working with all relevant stakeholders during the planning process, collectively assess and manage the risks for that event at that time for that crowd and document the reasons for those decisions in a manner that will survive the event



Reasonable behavior is a function of context. For example, a parade that includes animals should have street sweepers to clean up after them.

and help explain the decision-making process long after memories have faded and professionals and volunteers have moved on.

IV. “Best” Practices

As with any event, there is no single “best” way to hold a safe parade. Once one meets the minimum legal requirements embodied in applicable statutes and regulations, there may be many reasonable ways to proceed. Those choices might be different for a different event, or the same event with different weather, or where the crowd is foreseeably more or less active or made up of differing age groups.

1 Using this Parade Safety Standard

1.1 Scope and Terminology. This standard is organized around three chronological phases of a parade: planning, implementation, and evaluation. Planning begins with the idea to have a parade, and includes selection of the parade route, obtaining permits and authorizations, and working with local officials, public safety, and parade participants to assess risk and strategize risk mitigation. Creating a parade requires an understanding of both crowd management and event security as those concepts apply to perimeter-less mass gatherings that may occur annually or be organized on just a few days’ notice. Unlike events that take place inside brick-and-mortar venues or outdoor events bordered by perimeter fencing, the safety considerations for a parade may begin outside the staging area for parade units and the parade route itself. Event organizers and public safety officials will determine the timing and location of road closures, signage, barricades, and staffing to enforce temporary rules. They will need to accommodate health and safety requirements for participants and spectators, including food, water, shade, sanitation, parking, and traffic control.

The implementation phase of a parade begins when resources are deployed to close streets, post event information, and prepare for the arrival and queuing of parade units. This phase continues through the parade itself and concludes only after the event is de-staged, when streets are cleared of parade-related debris, all routes are fully accessible again, and parade units have safely left the area on their way back home or to some other predetermined location.

Evaluation is the quiet time after logistics are done when stakeholders can review the event and gather lessons for next time. The formality and complexity of an evaluation may vary with the size and scope of the event.

1.2 Purpose. The purpose of this standard is to help reduce the risk of harm to people and their property while they participate in and attend parades.

1.3 Equivalency. The provisions of this standard are not intended to prevent the use of any materials or prohibit any design or method not specifically described in this standard, provided that any such alternative design or method complies with the intent of these provisions. The quality and effectiveness of one’s methods should be at least equivalent to those described here. This standard is not intended to replace any applicable laws, regulations, codes, or other guidance – it supplements those authorities with the goal of improving safety.

1.4 Application. This document is part of a collection of standards relating to event safety. Users should consider the recommendations of the complete collection in relation to the application of this standard.

1.5 Normative References. The following documents contain recommendations relating to the scope of this standard. They are provided for guidance unless stated otherwise in this standard. Where a specific version of a document is not given, the most current version applicable to the event’s state, local, or municipal jurisdiction should be used.

- ASTM F1637-95, *Standard Practice for Safe Walking Surfaces*
- Event Safety Alliance, *The Event Safety Guide*
- ANSI E1.57-2016 (R2021), *Recommendations to prevent falls on or off moving parade floats, moveable stages, and similar moving platforms*
- ANSI ES1.9-2020, *Crowd Management*
- ANSI E1.21-2020, *Temporary Structures Used for Technical Production of Outdoor Entertainment Events*
- ANSI ES1.7-2021, *Weather Preparedness*
- ANSI ES1.40-2023, *Event Security*

- NFPA 101, *Life Safety Code*®
- IFC 403.11 (generally) and 403.11.3 (specifically, for crowd managers)
- The Events Industry Forum, [The Purple Guide to Health, Safety and Welfare at Music and Other Events](#)

Additional reference material appears in **Section 6** at the end of this standard.

2 Definitions

2.1 Crowd. In the context of managing crowds at live events, a “crowd” refers to a group of people gathered for a common event or purpose, whose presence in that area can impact each other’s movements.

2.2 Crowd management. All measures taken in the normal process of facilitating the intended movement of people within, around, and near an event’s boundaries to maximize the likelihood of a safe and successful event and minimize the need for crowd control.

2.3 Egress. (noun) A continuous and unobstructed path of travel from within an event space to a place of safety. (verb) The process of moving people from the event space to its perimeter and beyond, including dispersing the crowd to avoid bottlenecks at public transportation, management of ride-share lines and parking lots, and separating pedestrians from vehicular traffic.

2.4 Entry. A group or organization represented in a parade. A parade entry may include individual units such as marchers, vehicles, floats, or animals.

2.5 Evacuation. Rapid egress out of some or all of an event space in response to an unexpected situation that threatens the health or safety of guests, which will usually require a greater degree of crowd management than a controlled and scheduled egress.

2.6 Event. For the purpose of this standard, an event means any assembly, public or private, indoor or outdoor, which is presented to a live audience, and which therefore requires crowd management and security which is reasonable under the circumstances of that gathering.

2.7 Float. Any powered or non-powered rolling vehicle, wagon, sled, performance platform, towed equipment, push units or other rolling stock used in entertainment for parade purposes.

2.8 Ingress. The process of guest arrival to, and assembly before an event, and the ways people enter an event space, including site design, queuing arrangements, timing of door-opening, ticket-taking or scanning a credential, bag checks, pat-downs, and use of magnetometers.

2.9 May. Denotes an action that this standard recommends that a user consider, depending on how reasonable it is under the circumstances of a given event.

2.10 Must. Denotes a mandatory requirement, which is used here only when referring to a statute, code, or other requirement that carries the force of law.

2.11 Parade. A procession of people, often accompanied by floats, marching bands, or other sorts of entertainment.

2.12 Parade marshal. A parade marshal is the head of operations for the parade. At the start, a marshal ensures that each unit is ready to proceed consistent with parade rules and enforces spacing between units as they enter the route. Along the parade route, other marshals may help monitor and adjust forward progress and enforce parade rules. These functions are different from a Grand Marshal, which is usually a ceremonial leader of the parade. Parade organizers may use different terms for these operational functions.

2.13 Parade organizer. The role of parade organizer can be filled by a municipality, group, business, or any other individual or group that assumes responsibility for establishing and enforcing parade rules.

2.14 Risk assessment. A systematic analysis of reasonably foreseeable threats to determine the risk for each issue identified in the hazard identification process, including the frequency, likelihood of occurrence, and the

potential severity of outcome. See Appendix A.

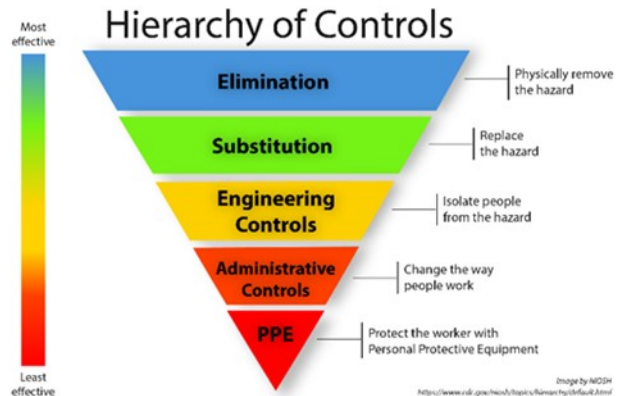
2.15 Security. Most broadly, the protection of people or property from harm. In jurisdictions that require security personnel to be licensed, security is the provision of services for which a license (“guard card”) is required.

2.16 Should. Denotes a recommendation, as opposed to a requirement that one must perform.

2.17 Unit. Each motorized or towed vehicle, performance platform or float, performers or group of performers (such as a band), or parade animals or group of animals moving through the route together.

3 Parade Safety Planning

3.1 Risk assessment. Like any event, the risk assessment for a parade should apply an “all hazards approach.” Once event organizers and other safety stakeholders have identified the most foreseeable risks and greatest impacts under the circumstances of their event, then they can allocate resources to mitigate those risks. A helpful guide is the Hierarchy of Controls from the National Institute of Occupational Safety and Health, which shows the preferred order of risk mitigation measures, beginning with physically removing the hazard and ending with accepting the hazard as is and trying to protect people from getting hurt by it.



Consider the risk of a loud parade unit, such as a vintage fire truck whose engine works hard to pull a trailer. One could eliminate the risk of hearing damage to parade participants and spectators by refusing to allow the truck in the parade. One could substitute the risk by replacing the truck with a quiet electric vehicle. An engineering control would be to increase the distance between parade entries. An administrative control would be to pace the parade so the truck never comes to a full stop. If none of these measures would reduce the noise, then the organizers could advise participants and spectators to wear hearing protection and then offer earplugs to anyone who did not bring their own.

Appendix A is a simple **risk matrix** which applies the formula $Risk = Likelihood \times Consequences$.

3.2 Safety plan. The safety plan for a parade should address issues over which the organizers have authority. These will likely include the staging area for parade units and the activity that takes place there; vehicles and floats allowed to participate in the parade; instructions and rules of conduct for parade participants; configuration and management of the parade route; and communication plans and shelter options in the event of severe weather or another emergency. Each of these issues is addressed in this standard.

3.3 Staging area. The staging area is the location before the parade begins where parade entries assemble, where units may be inspected for safe operation, where bands assemble, and where riding participants mount their units in anticipation of entering the parade at the marshal's signal.

If units arrive at the staging area before the day of the parade, then event organizers should consider securing the area with fencing, security guards, or some combination to prevent theft, vandalism, or other damage.

Space in the staging area should be managed and controlled. Once parade units arrive at the staging area, space should be designated and marked to separate vehicles from pedestrians, if possible, particularly since there will be many distractions competing for the attention of everyone in that area. If space and parade logistics allow, a relatively quiet area should be designated where the marshal who will launch the parade can brief unit operators and reiterate parade rules and schedule. If organizers plan to conduct a final inspection of parade units, there will need to be space and relative calm for their work.

3.4 Step-off area. To help ensure that parade units are in the correct order and properly spaced from each other, a step-off area may be designated where units leave the staging area and move onto the parade route. This area also provides an opportunity to give final instructions to vehicle operators, unit marshals or spotters.

3.5 Parade units and operators. Through the registration process, parade organizers can communicate their expectations for safe operations and conduct, including screening parade vehicles and their operators. Parade organizers can require applicants to produce various documents that will increase the likelihood of safe operation of motorized parade units, including the following.

- A valid driver's license for the class of vehicle they wish to operate in the parade.
- For a specialty float, evidence the operator is trained to safely operate that unit.
- Proof of a recent vehicle inspection by a qualified mechanic.
- Proof of automobile and general liability insurance.

These procedures by the parade organizers can be supplemented with an **Operator Safety Acknowledgment**, such as the sample attached as **Appendix B**.



3.5.1 Spacing of parade units. Entries should be organized to provide reasonable distance between motorized parade units versus units comprised of pedestrians or animals. The safety goal is to avoid putting walkers, dancers, performers, or anyone else on foot at risk of being run over by a motorized parade unit. To reach this goal, parade organizers must know, at least in general terms, how long it will take parade vehicles to stop safely from normal parade pace, and how far apart parade vehicles should be from walking participants. Factors to consider when determining optimal spacing between and within entries include the following.

- Participants on foot may slow down due to fatigue, heat, or sun.
- Local dignitaries may pause to greet people along the route.
- Children walking in the parade may get bored or distracted, slowing down or speeding up as their attention wanes.
- Hills or turns on the parade route can affect the parade pace and spacing between entries, as can gathering places for spectators such as open plazas or areas with deep sidewalks.
- A parade may come to a complete stop for varying reasons, and then entries may try to catch up once the line begins moving again.

3.5.2 Vehicle safety. As a condition of bringing a motorized unit into the staging area, parade organizers should be presented in advance with written or electronic evidence of a recent safety check by a qualified mechanic familiar with that type of powered vehicle or trailer, or organizers should conduct their own safety check. The inspection should include the operation of the vehicle's brakes, tires, lights, horn, emissions, and current registration if applicable. Vehicles that will carry individuals should be inspected to ensure that there are no trip hazards or exposed wires or cables on board, and that there is adequate fall prevention mitigation for all riders, such as access to a handrail, tether, or harness for each rider. Even riders sitting on the back of a classic convertible can wedge their feet under a lap belt if one is available. See ANSI E1-57-2016 (R2021), *Recommendations to prevent falls on or off moving parade floats, moveable stages, and similar moving platforms*, sections 3-6; see also **Appendix C**, sample **Parade Entry Information Form**.

3.5.3 Participant instructions and rules of conduct. Organizers should provide clear written guidance on the participant web site and/or in a registration packet, describing activities that will take place in the parade, especially particularly if participants will ride on or walk alongside a moving float while engaged in activities such as dance routines or acrobatics. Generally, anyone walking beside a parade vehicle, whether a participant or a unit marshal or spotter, should maintain no less than an arm's length from the vehicle so they cannot trip or fall into its path. Organizers should also make clear if there will be effects such as bright lights, strobes, flares, or other pyrotechnics. High risk activities may require additional medical service near the parade route. Instructions and safety guidance can be reinforced orally in the staging and step-off areas. See **Appendix D**, sample **Parade Safety and Participation Rules**, and **Appendix E**, sample **Parade Participant Information Packet**.

3.6 Parade route. The route traveled by the parade should mitigate previously identified health and safety risks to parade entries, the spectators watching them, and the workers and public safety officers supporting the event. Risks related to the parade route will vary with the street surface, width, grade, proximity to buildings, access to nearby shelter, and countless other factors that should be considered by the organizers of each parade, such as the following.

3.6.1 Surface. The parade route should avoid broken pavement, speed bumps, railroad crossings, and construction zones, any of which can present trip hazards to marchers on foot or jeopardize the stability of parade floats and the people or materials riding on them. See ASTM F1637-95, *Standard Practice for Safe Walking Surfaces*; Cohen and Pauls, *Warnings and Markings for Stairways and Pedestrian Terrain*.

3.6.2 Path of travel. The path of travel should accommodate spectator sight lines as well as the operational requirements of parade units and public safety officials. Spectators should be able to reach the parade route by walking a reasonable distance from public transportation or parking, with sufficient lighting and wayfinding signage to get them safely to and from their desired viewing destination. Organizers should consider whether a security or public safety presence along spectator paths is necessary.

For parade units, hills along the route can create bottlenecks by slowing the parade pace, and sharp turns can be challenging for vehicles with wide turn radius requirements. Low-hanging wires, streetlights, trees, bridges, and highway signs can create hazards from above. Ideally, the path of travel will include a location where any units or participants can pull to the side to receive attention.

The parade route should provide access for emergency responders to reach participants or spectators, and parade organizers should discuss public safety access requirements with them in advance. Organizers should also minimize disruptions to residents and businesses along the route.

3.6.3 Street Closure Notification. Once the parade route and staging and de-staging areas are determined, the parade organizer should notify neighboring residents and businesses of relevant dates, times, noise, street closures, alternative routes and parking areas, and where they can direct questions.

3.7 Weather preparedness. As with other outdoor events, parade organizers should have a reliable weather forecast from staging through departure of parade units, in order to identify conditions that may cause changes to the parade route, delays, or cancellation. Parade organizers should (a) monitor the forecast, (b) consider how long it would take to make decisions and implement changes based on the weather, and (c) have a plan to communicate with parade spectators and stakeholders from the staging area through the end of the parade route.

3.7.1 Weather monitoring. Parade organizers should consider timeliness and reliability when sourcing weather information. For parades of any size, high winds or crosswinds, lightning, rain, hail, and snow can negatively affect production elements such as temporary reviewing stands, portable restrooms, suspended inflatables, balloons, and other large props. Rain accumulation on floats and trailers can cause loads to shift or make them slippery for riders or cause flooding on the route. See ANSI ES1.7-2021, *Weather Preparedness*.

3.7.2 Criteria to Pause, Postpone, or Cancel. Parades should establish criteria for deciding whether to pause, postpone, or cancel a parade, which may include the following.

- Maximum wind speed or water accumulation that temporary structures can safely withstand. See ANSI E1.21-2020, *Temporary Structures Used for Technical Production of Outdoor Entertainment Events*
- Distance to shelter, whether that is buildings or spectator parking areas
- Crowd demographics related to mobility, meaning some spectators may need more time to reach shelter

- Crowd demographics related to families, which tend to move as fast as the slowest person in the group.

3.7.3 **Weather-related communication.** Organizers should be prepared to convey weather-related parade modifications so spectators and parade entries can take timely action for their own safety. If there is an Event Operations Plan that includes emergency communications, that will help organizers reach public safety officials participating in or supporting the parade, who can then help parade organizers with weather-related crowd management. Because parade routes tend to be spread out over a considerable distance, social media and group texts can be valuable communication tools, as can lower tech items like bullhorns or even organizers on bicycles to notify spectators and participants that it is time to leave and where they should go. Parades with large entries may need to assist operators navigating back to safety.

3.8 Medical Preparedness. As part of their overall risk assessment, parade organizers should determine the need for onsite first aid and emergency medical care. Any particularly high-risk activity may require the operator of that entry to provide medical staff who would travel with that part of the parade.

4 Parade Safety Implementation

4.1 Marking the parade route. There are many means of marking a parade route. The goal is to make it distinguishable from roads that remain accessible to motor vehicles from the time parade entries and spectators gather until the route is restored to normal traffic. Commonly used elements for marking a parade route include the following.

- Traffic cones
- Sawhorse, bike rack, or water-filled barriers
- Painted lines on the road
- Fixed signs
- Electronic sign boards
- Marked public safety and public works vehicles
- Public safety officers directing traffic and providing information.



Operational roles. This Section discusses operational roles that will be valuable for most parades. One person may assume several roles in a small parade, and several people may share a role in a large, complex parade. The people filling these roles should be trained on the parade safety plan, and they should be identifiable as having operational authority by wearing distinctive uniforms or high-visibility clothing. People helping to manage night-time parades should carry flashlights or traffic wands or utilize other available light sources such as public safety vehicles with beacons, as appropriate to lighting levels along the parade route.

Starting line manager. A starting line manager will stop all entries as they leave their staging area and prepare to enter the parade route, provide final instructions or reminders, and then release the entry into the parade with reasonable space after the preceding entry.

Unit marshal or spotter. A designated marshal or spotter will maintain a clear line of sight for a moving parade vehicle or trailer to help keep it a safe distance away from other vehicles and from walking participants or spectators. Spotters should be positioned at the most effective location to safely guide the unit. For some low-profile units, spotters may be at the back to allow them to see both sides. Spotters for trailered or high-profile units may walk alongside the vehicle. When units are ready to start movement, the unit marshal or spotter should confirm that the area around parade vehicle wheels and between any trailered unit is clear of people or animals before allowing vehicle movement. Unit marshals or spotters will keep the unit moving at the specified parade pace and enforce safe operation by the driver, safe ridership on floats, and safe participation by people walking with the unit. They may also be the first line of communication between a unit and parade organizers and public safety, especially if they have radio communications.

4.1.1 Parade monitor. A parade monitor may be located at designated intervals along the route to monitor and assist with parade pace and spacing between entries, breakdowns, and other safety issues. If practical, they should be in radio contact with public safety and other parade monitors along the route.

4.1.2 Mascot helper. People who wear costumes that restrict their ability to see people or objects around them should be accompanied by someone to help them safely navigate turns, uneven pavement, or other hazards the wearer might not notice.

4.1.3 Grand marshal. A grand marshal is the parade's ceremonial leader. This person rarely has operational responsibility.

4.2 Throwing or launching objects into the crowd. For some parades, throwing or launching objects from parade entries into spectator areas is a tradition, or at least an anticipated element. This standard addresses some common practices and suggests simple means to mitigate the most likely risks. The overarching safety principles are (a) there should be a buffer between people on foot versus motorized parade units so no one gets run over, and (b) objects should be propelled only towards people who are paying attention.



4.2.1 Candy. It is delightful to see the look on a child's face when they anticipate free candy. However, that look often includes disregard for anything except GETTING – THE – CANDY. If candy is tossed or launched from a moving parade unit or even by marchers, and that candy is not caught cleanly, a scrum of highly focused children could run into the path of moving vehicles or animals that could be frightened. If it is important to the parade entry to dispense candy to spectators, the risk can be mitigated by having marchers walk along the route and put candy directly into children's hands.

4.2.2 Tee Shirts. Commemorative tee shirts can be as appealing to adults as candy is to children. It is not uncommon for rolled-up shirts to be launched from moving parade units using CO₂ air cannons. As our parents warned us, someone could "lose an eye" or otherwise get hurt from a projectile shot through the air. Also, without judging the desirability of tee shirts that are often very large and covered with sponsor logos, people scramble for these shirts, which can lead to injuries among participants and bystanders who cannot avoid the fracas. Again, a risk mitigation measure is for marchers to hand them to individual spectators lining the route.

4.2.3 Other Thrown or Launched Objects. The same analysis applies to other thrown or launched objects. Beads thrown from a moving float can smack an unsuspecting spectator in the face; confetti can get stuck in tree limbs; spray string can be hazardous to people, animals, and the environment. Spectator excitement and engagement can be created by parade marchers handing swag to spectators, which will tend to keep spectators off the parade route and ensure that the only people walking near moving vehicles are participants who have been trained how to stay safe. Note that in addition to the safety issues, thrown objects become litter that must be cleaned up before the route can be reopened.

4.2.4 Water Cannons. Water sprayed into a crowd on a hot day will feel refreshing, but it will be unwelcome for people who prefer to stay dry, and it will make the ground slippery for everyone.

4.3 Barriers for spectator safety and security. Parades present safety and security challenges as mass gatherings with an expansive footprint and no security perimeter. In this respect, the risk profile of parades is like cycling courses and marathon routes. The following discussion is intended to help users determine which risk mitigation measures are reasonable under their own circumstances.

4.3.1 Crash Barriers. At the outermost perimeter of a parade route, where motorists first encounter temporary road closures, a variety of measures are available to deter errant driver accidents and hostile vehicle attacks.

- a) *Wooden or metal barriers with road closure signs.* Type III traffic barriers, bike rack, or similarly simple and visible devices are efficient means of conveying information about a temporary road closure. These can be mounted with signs pointing to alternative routes, parking areas, or other parade details. Such barriers provide no more than a visual deterrent to entry, but that will be reasonable for smaller parades or where there is no indication a more robust barrier is needed.

- b) *Concrete or water-filled Jersey barriers.* Jersey barriers, also called K-rail, will stop or cause severe damage to most vehicles if they are rammed, making them effective crash barriers. However, concrete barriers are heavy to transport and require special equipment to place and remove them, slowing the process of restoring streets to vehicular traffic after parade cleanup. Water-filled barriers are made of light plastic which is easy to transport and relatively simple to place and remove. However, they require a nearby water source and time to fill them, and emptying them after the parade may raise environmental concerns.

- c) *Parked trucks or police vehicles.* Parked municipal vehicles have some of the same advantages as jersey barriers in terms of effectiveness at intercepting vehicles that would enter a parade space, in that they are heavy, highly visible, and can be placed anywhere. Like all barriers, parked vehicles should avoid creating pedestrian bottlenecks that would imperil an evacuating crowd. Where vehicles are used to mark the boundaries of a parade route, they should be positioned at a diagonal to block vehicle intrusion while allowing maximum pedestrian access. To ensure that barrier vehicles can be moved quickly if necessary, qualified operators should remain nearby with keys.



4.3.2 Spectator Barriers. Barriers to physically separate spectators from parade entries en route may be useful for narrow parade routes or where it is foreseeable spectators might enter the path of moving vehicles absent some restraint, such as a parade with lots of child spectators or mobile vendors. In such instances, parade monitors or spotters walking before and after vehicles can keep spectators at a safe viewing distance while serving as a lookout for unit drivers, who may have limited visibility. Likewise, celebrity parade participants may stop along the route to greet spectators or take selfies, and fans may try to enter the parade route. If physical barriers will be used, the parade organizer should consider whether the barrier is simply to designate a space, in which case ordinary bike rack may suffice, or whether spectators are likely to push against the barrier, in which case more robust devices such as water-filled barriers may be needed.

4.4 De-Staging. De-staging is the process of bringing entries to designated areas to shut down, unload riders, prepare for getting floats home or to another predetermined location, and reunify walking groups with their transportation, sponsor, or families. As with staging, walking entries should be de-staged in separate areas from motorized entries. For motorized entries carrying participants, it is preferred for riders to disembark and then move away from any parade vehicles before the vehicle they were riding drives away. Then the next vehicle can pull up to allow its riders to disembark. This is consistent with the overall goal of keeping pedestrians a safe distance from any moving parade vehicles. See **Appendix F**, sample **De-Staging Map**.

4.5 Considerations Before Reopening the Parade Route to Vehicular Traffic. To ensure that the parade route is ready to be reopened to vehicular traffic, the parade organizer should consider the following issues.

- Is the route clear of parade infrastructure and working personnel?
- Is the route clean of trash, fallen swag, animal droppings, and any other unsanitary materials?
- Has the parade organizer or public safety officials visually or orally confirmed that all parade workers and units are safely off the road before the first motorist is allowed to enter?

5 Post-Parade Safety Evaluation

5.1 Post-Event Review. As soon as possible after any event, including a parade, while details are still fresh, it may be useful to convene a “hot wash meeting with relevant parties that had operational and safety responsibility to review how plans met actual circumstances. Relevant questions may include (a) What went as anticipated? (b) What worked out differently than expected? (c) Were there near misses whose causes should be addressed for future events? (d) Did anything about the parade route or infrastructure cause problems that can be addressed? A detailed “after action report” to document incidents, observations, and lessons learned can create

valuable institutional knowledge that can help avoid future problems.

6 References

Cohen and Pauls, [Warnings and Markings for Stairways and Pedestrian Terrain](#) (2006).

National Association of Counties, [Top 12 Things to Include in Parade Safety Plans](#)

U.S. Department of Homeland Security, [Protective Measures Guide to the U.S. Outdoor Events Industry](#) (2011)

Next Generation Inflatables, [General Parade Safety Considerations](#)

Massachusetts Convention Center Authority, Security Lessons from 2013 Boston Marathon (2017)

NCS4 report, Vehicle Ramming Incidents and Perimeter Protection (2017)

Appendix A

Risk assessment matrix referenced at Paragraph 3.1.

Risk = Likelihood x Consequences				
		Consequences		
Likelihood	5	5	15	25
	3	3	9	15
	1	1	3	5

A useful risk assessment formula is Risk = Likelihood x Consequences. Some disciplines, such as emergency management and occupational health and safety, may require creation of a HIRA (“Hazard Identification and Risk Assessment”). A HIRA can help allocate resources to reduce risk to an acceptable level under the circumstances.

Note that while this risk assessment matrix is conceptually useful, it suggests a level of mathematical certainty that can be misleading. For example, trip and fall injuries are among the most common incidents at any mass gathering, meaning they should be assigned a high likelihood number. But the consequences are generally minor, so that number in the matrix should be low. By contrast, an armed assault is unlikely at most events, but the consequences are often catastrophic when one does occur. Does the resulting numerical value on this chart mean that one should devote as many resources to mitigating the risk of improbable occurrences as are used to prevent simpler and far more common incidents? This is the issue event organizers and their safety partners should address before adopting the output of a risk matrix as their final answer.

Appendix B

Sample document referenced at Paragraph 3.4. This document is provided for informational purposes to suggest items for organizer consideration.

OPERATOR SAFETY ACKNOWLEDGMENT

I acknowledge receipt of all rules applicable to this parade, I have read and understand my responsibilities as a parade unit operator, and I agree to abide by the expectations and responsibilities placed upon me throughout the parade. Specifically, I understand the following:

1. I will operate a unit in the parade only if I am well rested and healthy.
2. For at least twelve (12) hours before the parade, I will not consume alcoholic beverages or take drugs or medication that may impair my ability to safely operate a parade unit.
3. Before operating the vehicle in the parade, I will familiarize myself with the route, including the location of turns, intersections, and where slowing is likely. I will also review the Owner's Manual if it is available.
4. I will operate my unit only after confirming it is in good working condition and safe to enter the parade.
5. I will operate my parade unit only with a valid driver's license, and only after I have attended any mandatory operator meetings that may take place.
6. I will be with my parade unit in our entry's designated location at the designated staging time.
7. I understand that any walking marshal and/or spotter are available to help unit operators like me to safely navigate the parade route, particularly including avoiding contact with any walking participants or spectators.
8. I will operate my vehicle in its lowest gear or most limited acceleration setting.
9. I will maintain visual and auditory communication with any walking marshal and/or spotter.
10. I will obey all instructions from parade marshals and law enforcement officers along the route.
11. I will ensure that my visibility remains unobstructed at all times when I am operating the unit.
12. I am aware of the intended pace/speed of the parade, and I will maintain that pace.
13. I will refrain from cell phone use, eating, smoking, or any other form of distracted driving.
14. While operating my parade unit, I will consume only water, from a resealable water bottle.
15. I know the route clearing process should I or another unit break down on the parade route.
16. I will ensure there are no riders on the unit except in the staging area and on the parade route, and that any riders will remain seated and securely inside the vehicle when it is moving.
17. If a passenger stands or tries to exit my unit while in motion, I will immediately stop the vehicle.
18. I will maintain a distance of approximately 55 feet (two white or yellow lines on the road) from the entry before mine, and I will maintain that spacing throughout the parade.

Printed Name:

Signature:

Date:

Entry Name:

Entry Staging #:

Appendix C

Sample document referenced at Paragraph 3.4.1. This document is provided for informational purposes to suggest items for organizer consideration.

PARADE ENTRY INFORMATION FORM

Thank you for registering for our parade. To safely stage and locate your parade entry, please complete all sections of this form and submit it not later than **[date]**.

Have you participated in this parade before? Yes No

Organization or Business name as you would like it listed in promotional materials:

Name of responsible party (i.e. Entry Lead):

Responsible party cell phone number:

E-mail:

Name of main contact:

(IF DIFFERENT THAN ENTRY LEAD)

Main contact phone number:

E-mail:

Name of walking marshal for your parade entry:

What is the purpose of the parade? (E.g., holiday, civic event, political rally)

Describe the spectator demographic you anticipate. (E.g., crowd size, safety or security concerns)

Describe any interesting or significant decorations or special effects associated with your entry:

What will your entry do as it moves down the parade route (e.g., playing instruments, dancing, performing):

Throwing items from a parade entry is dangerous for spectators and strictly prohibited. Handing things to spectators along the route may be permitted – so long as walkers handing out items do not approach motorized parade vehicles to restock. If you seek approval to hand out items, describe the items, who will hand them out, and your safety measures to keep walkers separated from moving vehicles.

Is a vehicle part of your entry? No Yes. If Yes, total vehicle length: _____

_____ How many vehicles? _____

What type(s) of vehicle? (E.g., passenger car, pickup, fire truck, tractor trailer, motorcycle, scooter, bicycle, other)

Does your entry have a trailer? No Yes.

Will people ride in or on your entry? No Yes. If Yes, how many? _____

Passenger age range? _____

Are walkers part of your entry? No Yes. If Yes, how many? _____

Age range of walkers:

On the route, what is your ratio of adult chaperones to children? _____ Adults: _____ children

Is your group arriving by bus? No Yes. If Yes, how many busses? _____

If you are a performance group or band, how many performers will you have? _____

I have read and understand the safety guidelines for this parade, and I agree, on behalf of my parade entry, to follow all such guidelines. I will also ensure that my parade entry follows all directions from parade marshals and public safety officers on the day of the parade.

Signature:

Date:

Appendix D

Sample document referenced in Paragraph 3.5. This document is provided for informational purposes to suggest items for organizer consideration.

PARADE SAFETY AND PARTICIPANT RULES

1. To keep the Parade moving smoothly, entries MUST NOT stop for pictures or performances EXCEPT at designated areas along the route. For the rest of the parade, entries must keep pace with the entries in front of and behind them.
2. Parade units may not reverse course within their entry, drive from sidewalk to sidewalk to engage with spectators, or perform stunts. These activities raise safety issues and are likely to cause gaps between entries that detract from spectators' experience.
3. **Parade participants are strictly prohibited from throwing, tossing, or launching any objects into the crowd. This will prevent anyone from getting hit by a flying object and will reduce the likelihood of any spectators entering the parade route to retrieve an object.**
4. First-time Parade participants must attend the New Participant Orientation. Staff will explain these Rules and answer questions.
5. The chaperone ratio for walking groups is not less than one (1) adult for every fifteen (15) children. Children walking in the Parade must be not less than eight (8) years old. Chaperones must dress in all black or in their unit uniform to avoid distracting from the Parade entry.
6. Each entry must display their entry name, either directly in front of the entry or on the front or both sides of units in the entry.
7. The use of the sound systems for broadcasting messages is prohibited. Entries must maintain a volume that will not interfere with other parade entries, or to be so loud that emergency auditory instructions or alerts cannot be heard by the driver and entry participants and does not violate City decibel requirements.
8. Parade organizers must receive proof of insurance not less than seven (7) days before the parade for any vehicle being driven on the route.
9. All unit operators must participate in the mandatory Entry Operator's Orientation.
10. Each driver of a motorized entry must sign the Operator Safety Acknowledgement form as a requirement of the entry inspection process (see attached form).
11. Children less than eighteen (18) years old may ride on or in a parade unit provided they are safely holding onto inspected harness or tether devices, standing behind inspected railings, or strapped into seat belts or car seat, as applicable. No strollers carrying youngsters are allowed.
12. Religious expression is permitted, but proselytizing on the Parade route is prohibited.
13. Equestrian or other animal entries must ensure all animals are healthy, behave well in crowded places, and do not react negatively to loud noise. Animal entries must clean and remove waste in the staging area, along the parade route, and in the destaging area. All animal waste must be packed out by the entry.
14. All entries must provide their own walking marshal to lead and manage their entry.
15. Entries that have both motorized units and walkers must provide at least one additional spotter to ensure safe spacing between vehicles and pedestrians.
16. All entries must be able to travel at a speed of one to two miles per hour for the entire route. The official parade pace is 60-75 steps per minute.
17. The use of unlicensed character likenesses as part of an entry is prohibited.
18. Failure to obey Parade officials or law enforcement by a participant or their parents will result in that entry being removed from the Parade.

19. If you suffer a breakdown during the Parade, move the vehicle to the right side and allow the entries behind you to pass. If you can get your entry restarted, you may proceed down the route at the position you occupy once you are moving.
20. Parade spacing between each entry is approximately 55 feet (two white or yellow lines on the road). Entries must maintain that spacing throughout the parade.
21. In the event of an emergency, local public safety officials have management control of the Parade and will provide parade management and entries with instructions.
22. Float riders may not mount or dismount the float or tow vehicle when it is in motion.
23. Children riding on floats must be supervised by an adult.
24. Rider seats must be secured to the float deck. For maximum protection, a guardrail barrier should be erected along the exposed sides and ends of platforms to prevent float riders from falling out of the float.
25. Float riders must remain in safety belts and/or holding handholds or other safety rails or barriers rails while the unit is moving.
26. Float riders must not throw candy, beads, or toys to spectators or squirt them with silly string, liquid, or other novelties.
27. Float operators must know the location of the fire extinguisher, how to operate it, and how to shut off any electrical equipment.
28. Riders may not stand or jump on a moving float unless there is sufficient fall arrest / fall protection.
29. Passengers riding in pick-up truck beds must be seated fully within the confines of the truck bed. These passengers may not stand or straddle the truck bed when the vehicle is in motion.
30. Riders must not stand or sit on the edge of a moving float or dangle any part of their body over the edge.
31. Any float with riders or articles hanging over the edge of the float is subject to immediate removal from the parade.

Appendix E

Sample document referenced in Paragraph 3.5. This document is provided for informational purposes to suggest items for organizer consideration.

PARADE PARTICIPANT INFORMATION PACKET

Dear Parade Participant,

On behalf of our entire team, we are thrilled to welcome you to the Parade!

We encourage you to bring your vibrancy, creativity, and pride to your entry to amplify the festive and show-stopping energy we are creating. Be thoughtful and engaging with your entry to showcase your brand or organization with gusto! Giveaways, dancers, flags, music – bring the show and we are sure you will give our spectators the thrill they can only experience here!

The email you are receiving provides your entry number, staging location report time, and useful information regarding staging, parade route, rules, guidelines, and maps. Please read everything and bring this information with you on Parade Day.

Finally, be sure to share your participation and invite your friends to the Parade. Step-off begins promptly at 12:30 PM. Thank you for your support and welcome to the show!

1. STAGING LOCATIONS

[List all staging locations and how to get there.]

Note: Traffic will be heavy getting to the staging area. Give yourself plenty of time to arrive. Float riders, walkers, dancers or marchers participating with a vehicle may arrive later than the report time for the float or vehicle listed on the cover letter.

Please display your Parade Entry Number on the LEFT- HAND side of your entry for identification purposes. Parade staff will check you in upon arrival.

Entry numbers will be posted on traffic cones in the staging areas. Please stage your entry at the number assigned to you. Parade production staff will be in the staging areas to assist you. A representative of your organization must stay with your entry at all times to facilitate placement in the parade. When the parade starts, once the entry in front of your entry moves up, please move your entry forward.

Marked emergency traffic lanes must always remain open. It is unlawful to park vehicles, decorate entries, or practice routines in these lanes at any time.

There is no parking in the staging areas except for parade entries displaying entry numbers. Participants arriving in private vehicles (vehicle not in the parade) must unload outside the area then walk into the staging area.

2. PARADE ROUTE

The parade will follow the route shown on the attached **PARADE ROUTE MAP**.

3. PARADE PACE

Parade staff will set the parade pace. Ideal spacing is approximately 30 feet between entries. Parade monitors will be stationed along the route to ensure proper pace the entire route. Please cooperate with their instructions. They will be identified by yellow vests. All units are requested to perform along the entire parade route.

4. PARADE PERSONNEL

Parade personnel will be easily identifiable by their parade staff shirts or yellow vests.

5. RESTROOM FACILITIES

Portable restroom facilities are located in the staging area, along the parade route, and in the de-staging area.

7. EMERGENCY NEEDS

Ambulance vehicles and staff, tow trucks, and police will be available to report to the parade route as needed. Contact a parade volunteer or police officer if there is an emergency. **PLEASE** do not leave backpacks, bags, boxes, or equipment on the streets. Be aware of any suspicious items left in the street, and report them to parade staff or law enforcement.

8. TELEVISION BROADCAST

The Parade organizers cannot guarantee that all entries will be shown on television. The television stage area will be marked by signs and staff on site indicating your entrance into the stage. Cameras typically show entries on the air up to a block before center stage. Entries must perform in forward motion as you pass through the television stage area. Float riders, costumed personnel, and cast members should wave, smile big, and look towards the camera. Be prepared to entertain!

9. DE-STAGING

Always continue in a forward motion to your final de-staging location. Please follow directions of the parade personnel in the disbanding area.

[List de-staging locations for (a) small floats and trucks and personal vehicles, (b) marchers and walkers, and (c) large floats and buses.]

PARADE GUIDELINES

- A. **Designated Representative.** Each organization must assign a Designated Representative if parade production staff needs to communicate with your entry for some reason, they will go to the Designated Representative. This Designated Representative would also oversee the entry throughout the parade and serve as contact for their entry for parade monitors along the route.
- B. **Insurance & Driver's License** – Each vehicle in the parade must be properly registered and insured and all drivers must have a valid driver's license for the vehicle being driven. Drivers must be at least 21 years of age. Please have proper documents with you and available.
- C. **Rules of the Road Apply** – NO cell phones or texting while driving a vehicle in the parade.
- D. **Emergency Traffic Lanes** – Emergency traffic lanes must always remain open. These lanes are in both the staging area and on the parade route and are clearly marked. It is unlawful to park vehicles, decorate units, practice routines, or encumber these emergency lanes at any time.
- E. **Drugs & Alcohol** – Drugs and alcoholic beverages are **strictly prohibited** in the entire pre-parade assembly area, as well as on the parade route. Participants who are found to have any drugs or alcohol in their possession or found to be under the influence, will be removed and their unit will be disqualified from award contention. Please discourage your participants from consuming any alcohol or drugs prior to or during the parade.
- F. **NO THROWING OF FAVORS FROM YOUR UNIT** – Due to the danger of physical injury, insurance requirements, and littering problems, all parade participants are forbidden to throw anything from their unit.
- G. **Confetti** is prohibited by city ordinance. Any use of confetti can result in a fine from the city.

- H. **Overcrowded Vehicles** – Parade organizers reserve the right to remove persons from any float or vehicular unit, which is determined to be overcrowded to such an extent that the unit may break down or cause injury to participants, volunteers, or spectators.
- I. **Indemnification** – On your entry application, you signed an indemnification agreement. All applicants are responsible for all acts and/or omissions on their part, or on the part of their agents, volunteers, participants and/or employees that may result in the injury or damage to themselves their agents, employees, or to third parties. Applicant specifically agrees to indemnify and defend the parade organizers from all claims arising from any negligence or willful misconduct by any parade entry or participant. Entries must carry their own insurance for participating.
- J. **NO NUDITY & OBSCENITY** – Nudity & obscenity as defined by California State Code, title 17.04.480 is prohibited. Any entry or its participants not in compliance will be removed from the parade route and any other penalties available at law.
- K. **Noise** – Due to noise abatement laws, units are limited to a 5-minute sound check while in the parade staging area. Please be considerate of spectators and other parade entries with your volume.
- L. **Signs & Banners** – To facilitate parade announcements, each entry should display its name prominently on their vehicle. The parade position number presented during check-in must be attached to your banner, vehicle window, or carried by your designated parade liaison, whichever is most visible to announcers and video cameras.
- M. **Marching Together** – Groups desiring to march with other groups must make this known on the application when submitted. All requests for such arrangements will be considered, but they are not guaranteed.
- N. **Vehicle Breakdown** – Towing charges for any unit requiring repair will be at the entry's expense.
- O. **Forward Motion Parade** – All entries must maintain a continuous forward motion during the parade. NO stopping unless directed by Parade production staff. Parade monitors will assist in maintaining a consistent flow of traffic for the duration of the parade. No gaps between parade entries of more than forty (40) feet.
- P. **Safety Spotters/Walkers** – All units must have spotters/walkers with their entry, especially vehicles. Their role is to 1) keep the area in front of the vehicle clear of pedestrians; 2) assist in movement and pacing of all vehicles and marchers in their unit, and 3) facilitate the progress and safety of the parade in general.
- Q. **Keep The Front of The Unit Clear of Pedestrians & Other Vehicles** – You must have watchers for the front and sides of your unit, helping with crowd control if necessary, and ensure that no pedestrians walk in front of a motor vehicle. You do this by walking on either side of the front of the motorized unit at the wheel wells. The participants in your entry cannot draw the audience onto the parade route by throwing goodies, shaking hands, or handing out "stuff."
- R. **Removal of Participants** – Parade staff reserve the right to remove any persons or unit from the pre-parade assembly area or the parade that, in the organizers' opinion, is offensive, a hindrance to the progress of the parade, places other participants or spectators in physical danger, or violates any regulations in this application.
- S. **Animal Units** – Only approved animal units are allowed. Animal units must provide clean-up for all waste created by animals. Waste cannot be left on the street. We discourage bringing pets to the parade due to loud noise, thousands of people, and potential hot weather.
- T. **NO corporation advertisement with non-profit entries** – If your entry is a nonprofit and you paid the non-profit rate, you may not display advertisements of any business.
- U. **NO Solicitation** – Entries may not solicit money along the parade route.

- V. **Protesters** – The Constitutional right of free speech is not unlimited. The parade organizers reserve the option to impose reasonable restrictions based on the time, place, and manner of the planned protest activity.
- W. Be aware of your surroundings and report suspicious activity. If you see suspicious behavior or situations, do not confront the individuals involved. Find a police officer or parade staff member.

FLOATS / VEHICLES:

- All decorated floats/vehicles should carry a current dated 2A10BC fire extinguisher.
- Float riders must be secure on the float with handholds, rails, or chairs.
- All decorations must be flame-retardant.
- ALL vehicles must be properly registered and insured. Driver must be at least 18 years old and have a valid driver's license for the vehicle being driven.
- All vehicles must be properly serviced and in good mechanical condition (brakes, transmission, etc.).
- Maximum entry sizes are 10' wide, 50' long and 13.5' tall (from the ground up).
- Test your generator prior to the parade.
- Fill your gas tank.
- Check the float hitch to make sure it is secure.
- NO jumping on or off any vehicles and no swerving or stunt driving.
- NO person riding on the roof, hood or standing in the back of moving vehicle.
- Make sure your vehicle driver has clear vision on all sides with no obstructions.

Keep Safe & Comfortable!!

There are many entries and,000 participants in this parade. Any delay in step-off will result in your entry being in the heat and sun for longer than 4 hours. Keep yourselves and your entry safe and comfortable. Here are a few tips:

- **Water** – Bring lots of water with you. You will be sweating. Fans are nice, spray water bottles are cool.
- **Food** – Eat a good breakfast before you come and bring WATER and SNACKS or a sack lunch. Any restaurant in the area will have long wait times.
- **Sunscreen** – You will be on the street when the sun is at its most intense. Bring sunscreen for everyone in your entry to share. Don't forget hats and umbrellas as options to keep your skin out of the sun.
- **Have fun** – This is a celebration. If we all follow these safety rules, everyone will have a good time.

Appendix F

Sample document referenced in Paragraph 4.4. This document is provided for informational purposes to suggest items for organizer consideration.

DE-STAGING MAP

