

Safety Manual

For

Living History Exhibits, Demonstrations, and Reenactments

Historic Sites Division
Texas Historical Commission

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Introduction

Interpretive demonstrations featuring the firing of reproduction historic black powder, modern war, and the use of ancient weapons have proliferated in recent years in response to the increased interest of reenactors, living historians, and the visiting public. The safety of these people is of the utmost concern of the Agency. This manual is designed to present for the living history volunteers and the staff of the Texas Historical Commission procedures that will reduce the potential for accidents during these interpretive demonstrations. It is also recognized that the majority of reenactors are volunteers and their cooperation is essential for the demonstrations to take place for the enjoyment of the public.

Many of the interpretive demonstrations involve the re-enactment of a lifestyle that is depicted by overnight stays with the placement of temporary quarters and the establishment of an encampment. Considerations must be provided for the safety of the public and the reenactors at these sites as well as the image that is desired to be projected to the public.

These interpretive demonstrations present the potential for accidents resulting in employee, reenactor, or visitor injuries and the resulting possibilities for tort claims and legal actions. To minimize the potential risk, a program of standards, training, certification and inspection has been developed and implemented. This program is to insure that all personnel and reenactors are properly trained in the correct safety procedures for the handling and storage of black powder, the safe demonstration of weapons, and that the equipment utilized is in a safe condition. The restrictions placed upon the public for viewing these demonstrations are outlined, and the safe flow of the public through the encampments is addressed.

No participant will be allowed to participate in living history or reenacting events if found to be under the influence of a controlled substance, intoxicated, or not trained.

Before being allowed to take part in any living history exhibit, reenactment, or other organized program, participants under the age of 18 years must have parental or guardian written consent on the release of liability form included in this manual. No person under the age of 14 will be permitted to participate in Living History programs unless the minor's parent or guardian is present at the site and agrees to supervise the minor at all times during the volunteer program. Minor participants may not work with activities involving fire, including but not limited to tending, building, lighting, cooking over, extinguishing, and blacksmithing.

At no time will participants under the age of 16 be allowed to handle, carry, or use blackpowder or active blank ammunition, or demonstrate a weapon (handgun, edged weapon, rifle or carbine, cannon, or pyrotechnic device) on at a THC historic site. Participants carrying or demonstrating weapons during a reenactment who are 16 – 18 years of age must be under the direct supervision of a parent or guardian at all times.

This manual recognizes that a single set of rules does not cover all historic site properties or events. As such, the Site Manager can impose site-specific rules in order to tailor safety rules to the individual site or events. The Site Manager or Division Director can add to these rules as needed both prior to and during events. The Site Manager reserves the right to remove any individual or group from state property if unsafe acts are observed, or if these rules are violated.

These rules cover all military and non-military living history exhibits and events on Texas Historical Commission property. Participants who intend to camp, and all artillery and cavalry/equine units must preregister with the Site Manager prior to each event to assure space and safety concerns are addressed and each may be limited by Site Managers due to space and safety limitation of the sites.

All THC historic sites enforce a no smoking policy within 26 feet of all structures or powder and ammunition storage during living history events. Any smoking by adult participants at living history events must be in period formats only as a part of historic impressions and will be allowed in designated smoking areas where they are available. No smoking will be allowed at any living history events under burn-ban conditions.

Black Powder Small Arms, Rifles, Muskets, and Pistols

Each camp will have a designated Safety Officer approved by the Site Manager, with a minimum of two Safety officers per event. Additionally the Site manager will serve as or appoint a Safety Supervisor to assist with the coordination of a Safety Committee, which shall comprise of all designated Safety officers at each event.

Each participant will be responsible for the safe operating condition of his/her individual arms. If an arm is not the personal property of the individual, the individual must still insure that the arm is safe, and shall bring unsafe concerns to the owner or the Safety Officer, or Site Manager immediately. All firearms must arrive on site UNLOADED and in working order to be ready for full inspection by a designated Safety Officer before the beginning of an event.

All flintlocks will be required to be equipped with a flashguard and hammer stalls. The only exception will be display weapons. If a display or original weapon is to be used in a "salute," then at the discretion of the Safety Officer, the firing parties will be spaced at 20 feet apart, the weapons aimed 45 degrees in the air and to the left of the shooter at 45 degrees.

Prior to a reenactment or demonstration, the camp Safety Officer will personally inspect each arm to be used and complete an inspection form for each participant and his/her weapons. At a minimum, the Safety Officer will insure that the safety (half cock) position is functional, that arms are unloaded prior to the reenactment that all flintlocks are equipped with flashguards, and that no round balls or projectiles of a size that could be fired by any participant's will be present in areas where weapons are loaded or fired. Participants will insure that display projectiles used for display or educational purpose and demonstration weapons remain separated to prevent possible accidental and unauthorized loading.

Once inspected and the proper paperwork completed an inspection token, as determined by the Site Manager for each event, will be issued for each weapon and must remain with the weapon for the duration of the event. Each reenactor may request copies of their completed Inspection Check List from the Site Manager.

All demonstration firing will be done with the muzzle pointed well into the air, at least 45 degrees from the horizontal. Visitors will be located behind the shooter(s), at a distance of not less than 20 feet. No demonstration of "rapid fire" or speed loading of individual weapons shall be allowed at any reenactment event.

Any member of a reenactment or demonstration, whether military or civilian impression, has the authority to call a "cease-fire" for safety related reasons. Upon hearing a "cease fire," all members shall immediately cease both loading and firing and lower barrels to point to the ground.

Upon the completion of a reenactment or demonstration, each camp Safety Officer shall check for any loads not discharged. In the event a member has a "hot load," the arm shall be uncapped or unprimed, the cock or hammer set down to its lowest position, and the arm shall be pointed in a safe direction until permission is granted to discharge the round at the first appropriate opportunity.

Special Requirements for Battle Reenactments

The above requirements apply, in addition to the following:

1. Only premeasured cartridges will be used. No pouring from the horn is allowed. (Exception: Flintlock owners will be allowed to prime only, but this shall be from a small horn commonly referred to as a priming horn. Priming from the main horn shall not be allowed).
2. At the Safety Officer's discretion, ramrods may be required to be left in camp. If this decision is made, the Safety Officer shall also insure this requirement is carried out through visual inspections.
3. No wadding or projectiles will be used. This includes the material used to fabricate the cartridge. Cartridges shall be of paper, rolled in the appropriate 19th century manner, secured in a period fashion. Foil, staples, coin wrappers or plastic tubes are not permissible. Grease and wadding become projectiles and cannot be used. No round balls or projectiles of a size which could be fired by firearms being used may be present on any battlefield location.

Table of Maximum Loads

Caliber (Rifle or Musket)	Maximum Load
69-75	150 grains FFg
62	130 grains FFg
58	120 grains FFg
54	110 grains FFg
50	90 grains FFg
45	75 grains FFg
32	60 grains FFg

Notes:

1. Maximum loads for pistols shall be half the load for rifles and muskets.
2. Decrease loads proportionally for FFFg Powder.
3. When using black powder substitute propellants, the equal load must be used by volume, not weight.

Cartridge Weapons, Automatic Weapons, and Blank Ammunition

Safety Officers will be designated by the Site Manager, with a minimum of two Safety officers per event. Additionally a Safety Supervisor may be appointed by the Site Manager to assist with the coordination of a Safety Committee, which shall comprise of all designated Safety officers at each event. The Site Manager will notify local law enforcement of the presence and demonstration of automatic weapons.

Each participant is responsible for the safe operating condition of his/her individual weapon. If a weapon is not the personal property of the individual the individual must still insure that the weapon is safe, and shall bring all safety concerns to the owner and the Safety Officer immediately. All firearms must arrive on site UNLOADED and in working order to be ready for full inspection by a designated Safety Officer before the beginning of an event. Guns owned by individual THC sites must be re-inspected prior to use at each event.

Once inspected and the proper paperwork completed an inspection token, as determined by the Site Manager for each event, will be issued for each weapon and must remain with the weapon for the duration of the event. Copies of their completed Inspection Check List are available to each participant upon request.

Prior to a reenactment or demonstration, the Safety Officer will conduct a safety inspection to include the following:

- a. Inspect each weapon to be used. At a minimum, the Safety Officer will insure that the safety is functional, that all arms are unloaded, that blank firing adapters are in place, and those magazines, clips, and accessories are serviceable.
- b. The Safety Officer will inspect all blank rounds to be fired.
- c. In the case of automatic weapons or destructive devices, the Safety Officer will ensure that the weapon has proper Bureau of Alcohol, Tobacco and Firearms (ATF) documentation.
- d. Anyone who is not present for the safety inspection will not be allowed to participate that day.

The following restrictions apply to all individuals at all state sanctioned events on THC property:

- Do not fire any cartridge weapon directly at another person at any distance. Cartridge weapons should be elevated or lowered and no less than 40 yards from the general direction of the targeted person. There should be at least 20feet between the shooter and any observers or visitors to the sides and behind the shooter.
- No live ammo will be allowed on site at any time.
- All dummy or display cartridges will have either no primer, or a fired primer. They will also have no powder charge in the cartridge.

- No wax tipped blanks, paper wadding, wooden bullets, or any blank that will have any kind of projectile will be allowed. No Styrofoam or florist foam may be used since this causes a projectile to exit the weapon. Only cream of wheat, corn meal or sawdust compacted without binders of any sort may be used to hold the charge in the cartridge.
- Crimped "Hollywood" or "Movie" commercially loaded blanks are acceptable and encouraged due to the consistent loads.
- Shotgun blanks will be either commercially loaded blanks with sawdust wadding for black powder or "poppers" with modern powder. Hand loads are discouraged at all times.
- Blank ammunition will be kept under the reenactors control at all times. Those not on his/her person will be stored in a secure area under lock and key.
- Live blanks or spent brass will not be given out to visitors at any time. All spent brass will be retrieved for disposal after the firing demonstration. Visitors should be warned not to pick up spent casings as they may have dangerously sharp edges.
- The public may handle "dummy" or "movie prop" ammunition that has been previously inspected by the Safety Officer.
- No visitor will be allowed within 20 feet of a firing demonstration. There will be a demonstration safe zone set up before any firing demonstration to assure this distance is clear and that firearms will not be fired in the direction of visitors, parking areas, or other areas that visitors have access.
- No bayonets affixed to weapons at any time except for demonstration purposes when the visitors are behind barricades.
- No hand-to-hand combat, except for "staged" scenes during public shows that are prearranged with the Safety Officer or Site Manager.
- No firing of weapons inside of buildings, historic structures, or vehicles.
- When not engaged in a firing demonstration no weapon may be loaded.

Any member of a living history, reenactment, or demonstration group or any member of THC staff has the authority to call a cease-fire for safety related reasons. Upon hearing "cease fire," all members shall immediately cease both loading and firing.

At the conclusion of the firing demonstration the Safety Officer will inspect weapons to assure they have been properly discharged and are safe.

Artillery

Artillery is defined as any form of cannon, howitzer, mortar, or other firearm whose original (full-size) bore is greater than 1.5 inches.

All artillery pieces and units must preregister with the Site Manager prior to the event and arrival on site. Artillery pieces must have a minimum crew of three persons to fire. When possible the larger guns should have a crew of six. The need for a larger crew will be determined jointly by the Battery Commander and the Safety Officer.

All artillery must have the required equipment on site to assure it is in a safe condition prior to firing. Improperly equipped or unsafe artillery (inspected by the Safety Officer, Site Manager, and Artillery Commander) will be removed from Site Property. Required equipment includes red flags, water buckets, and the proper loading and unloading tools for the artillery piece.

No projectile of any kind is to be fired on site property at any time. Wadding may only be fired in weapons which require it to operate and with the express permission of the Site Manager.

Charges will consist of no more than two (2) ounces of cannon powder per inch of bore. Charges will be inspected prior to each event by the Artillery Commander and the Safety Officer jointly.

The artillery ammunition box will be placed 25 feet to the rear of the respective cannon and a minimum of 25 feet from the spectator's line. The lid hinge must be nearest the cannon and the opening will be away from the artillery piece. The artillery ammunition box is to be constantly manned whenever unlocked. When the box is not in use it is to be removed from the field and placed in a secure location. Ammunition boxes must be fitted with self-closing lids. Lids may not be fitted with any type of hold-open device nor may they be propped open by any external means, such as a stick, branch, etc. Boxes will be labeled to prevent mixing of different types of ammo.

Artillery powder charges are to be kept in individual safety containers within the ammunition box or a designated safety area approved by the Site Manager. When ready to transport a charge from the ammunition box or safety area to the cannon muzzle each charge must be removed from the safety container and placed in a haversack. The charges are then carried to the cannon where they will not be removed from the haversack until they are to be placed in the artillery piece.

The safe placement of artillery is the joint responsibility of the Artillery Commanders, Safety Officers, and the Site Manager. Artillery batteries will place range markers at 75 feet down range and 50 feet wide, forming a safety box to mark the no-fire zone for non-artillery crew reenactors and the public. The type of range marker used may be determined by the Site Manager. Battery Commanders, Safety Officers, and the Site Manager will jointly inspect for the location of the range markers and any necessary crowd control personnel before a gun will be allowed to fire.

Crowds should also be kept back a minimum of 50 feet behind each cannon. Artillery will not be fired towards a building unless the building is in excess of 100 feet away. All artillery should be fired at more than a 45-degree angle to historical buildings or site property. At no time will artillery be aimed at a parking lot or any other public areas where there will be people.

There must be a minimum distance of 20 feet, hub to hub, between artillery pieces. The rate of fire for artillery pieces will not exceed one round per 3 minutes while on site property.

Rope barriers should be placed at 75 feet down range and 50 feet wide on spectator sides and monitoring personnel should be used to assure crowd control as possible. At the end of each firing demonstration the Safety Officer and Artillery Commander will inspect guns to assure that they are not loaded and in safe condition.

The Site Manager may add to these restrictions of these rules at anytime.

Pyrotechnics

A. Purpose

The purpose for this standard shall be to provide requirements for the reasonable protection of pyrotechnic operators, re-enactors, support personnel, viewing general public property, and buildings where pyrotechnics are used during historical displays and reenactments. Pyrotechnics will only be allowed on at THC historic site events by contract with and under the management of individuals licensed by the Texas Department of Insurance and State Fire Marshall's Office, as specified on their webpage which can be found at <http://www.tdi.state.tx.us/fire/fmlifirework.html>. Further, the purpose of this standard shall be to provide guidelines to local authorities having jurisdiction for the approval of the use of pyrotechnics in the specific city, township or county where the historic site is located. The proposed use of pyrotechnic at any event at any historic site must be cleared with the Historic Sites Division Director and specific Site Manager during the pre-event planning phase.

B. Scope

1. Application – This standard shall apply to the performance of historical displays and reenactments where the used of pyrotechnics is an integral part of the event or demonstration. This standard shall not supersede any Local, State, or Federal statute or standard as if applies to the use of pyrotechnics. This standard shall apply to any historical display or re-enactment on property controlled by the Texas Historical Commission.
2. Non-Application – This standard shall not apply to the manufacture, transportation, labeling or storage of explosives. This standard shall not apply to the use of pyrotechnics not specifically intended for use in historical displays and reenactments. This standard shall not apply to the transportation or handling of pyrotechnics in transit between events, reenactments or demonstrations except where such transportation and handling is at the event, reenactment or demonstration site. This standard shall not, in any way, replace or act as a substitute for existing Local, State, or Federal statutes, codes and regulations governing the use of pyrotechnics.

C. Responsibilities

1. Licensed Pyrotechnic Operators will provide the necessary resources, documentation, proof of experience, plans, equipment, safeguards, procedures, etc. to perform pyrotechnic effects for historical displays and reenactments as provided within the scope of this document and the State of Texas regulations of fireworks and fireworks displays. They apply for the necessary approvals and permits, providing documentation of the same to the appropriate THC Site Manager and Division Director.
2. Authority Having Jurisdiction will provide the necessary legal approvals, permits, etc. for equipment, installations, procedures, etc. for the use of pyrotechnics at historical displays or reenactments under their jurisdiction.
3. Reenactors will comply with all applicable aspects of this standard, and submit to the authority of the Pyrotechnic Operator, his/her assistants, specified support personnel and the authorities having jurisdiction over the

historical event, demonstration or reenactment. No reenactor or participant under the age of 18 shall ever be allowed to handle, transport, or assist with pyrotechnic demonstrations.

4. General Public will comply with the appropriate parts of this standard as they apply to their safety.

D. Definitions

Airburst – Pyrotechnic device that is propelled or suspended in the air to simulate the detonation of aerial artillery bursts.

Assistant – Person who works under the supervision and direction of the Pyrotechnic Operator.

Audience – Spectators whose primary purpose is to view the historical demonstration, display or reenactment.

Authority Having Jurisdiction – The individual, organization or office having the responsibility for legal approval of equipment, installation or procedures for pyrotechnic operations, often the local or county Fire Marshall.

Black Powder – A low explosive consisting of an intimate mixture of potassium or sodium nitrate, charcoal and sulfur.

Electric Match – A device containing a small amount of pyrotechnic material that ignites when a specified electric current flows through the leads. An electric match is used to initiate pyrotechnics.

Fire – To ignite pyrotechnics by using an electric match, electric current, or some other means.

Firing Systems – The source of ignition of pyrotechnics. For an electrical system, it is the source of electric current used to initiate electric matches or other devices. Generally, it consists of components, such as primary key switch, test circuits, warning indicators, cables, and switches to control the routing of current to various pyrotechnics.

Public – See Audience

Igniter – An electrical, chemical or mechanical device normally used to fire a pyrotechnic device.

Magazine – Any building, structure or container used exclusively for the storage of explosives as defined by NFPA 795, Explosive Materials Code.

Pyrotechnic Operator – An individual who is licensed and has responsibility for pyrotechnic safety and who controls, initiates, or otherwise creates special effects. The operator is also responsible for storing, setting up, and removing pyrotechnic materials and devices after the completion of the historical event, demonstration or reenactment.

Pyrotechnic Special Effect – A special effect created by the use of pyrotechnic materials and devices (also see Special Effect).

Pyrotechnics – Controlled exothermic chemical reactions that are timed to create the effect of heat, gas, sound, emission of visible electromagnetic radiation, or a combination of these effects to provide the maximum effect from the least volume.

Shooter – An individual who actually initiates the firing of pyrotechnic devices who may be the pyrotechnic operator, or an individual acting under the operator’s direct supervision.

Special Effect – A visible or audible effect used for entertainment purposes, often produced to create an illusion. For reenacting, an example would be a puff or smoke, a flash of light and a loud sound might be produced to simulate an artillery round explosion or solid shot impacting the ground.

Support Personnel – For the purposes of this standard, a support person may be anyone who is not a reenactor, or historical participant, nor member of the audience. Among others, support personnel include Safety Officers, emergency medical personnel, coordinators, security personnel, fire watch officers, janitors or any other person not directly participating in the historical demonstration or reenactment.

E. Practice

1. Transportation. All ingredients, pyrotechnic materials, and pyrotechnic devices shall be transported in accordance with Title 49, Code of Federal Regulations (Federal Regulations for Transport), and any state and local requirement.

2. Storage of Pyrotechnic Materials and Devices

a. Storage Requirements. All pyrotechnic materials and devices shall be stored in a accordance with Title 27, Code of Federal Regulations, Sub-part K (Federal Storage Regulation) and any state and local regulations.

If more pyrotechnic material than is needed for a single event or demonstration is prepared by mixing it as a single unit, the excess shall be considered, stored, handled and disposed of as a pyrotechnic material of the applicable explosive class under Title 27, Code of Federal Regulations, Part 55. The time between removal from storage and actual use shall be of the shortest time practicable with respect to the needs of the historical demonstration or reenactment. Pyrotechnic materials and devices shall be supervised.

Exception: where pyrotechnic materials and devices are secured or made inaccessible by the licensed Pyrotechnic Operator, they shall not be required to be supervised. Secured storage of pyrotechnic materials may not be within 50 ft of the general public or historic structures.

b. Separation Distance from Unprotected Heat Source or Open Flame: Pyrotechnic materials and devices shall not be stored within 50 ft. (15.3 m) of any unprotected source of heat or open flame.

3. Permitting and Operator Qualifications

a. Permitting. Permitting procedures and requirements vary with each location and jurisdiction. If permits are required, they shall be issued by a process acceptable to the authority having jurisdiction. This Standard may act as a guide to the authority having jurisdiction for making sound judgments regarding the

safety of the event and the qualifications of the pyrotechnic operator. The authority having jurisdiction shall approve the use of all pyrotechnics. The authority having jurisdiction shall determine that appropriate measures are established to provide acceptable crowd management, security, fire protection, and other emergency services. Copies of all applicable permits must be submitted to the Site Manager before pyrotechnic materials are delivered to the site.

- b. Pyrotechnic Plans. Before any event, demonstration or reenactment, the permit applicant shall submit a written plan for the use of pyrotechnics to the authority having jurisdiction. The plan shall be kept on-site for safety inspectors or other designated agents of the authority having jurisdiction. Any addition of pyrotechnics to the event or significant change to the presentation of pyrotechnics shall require the approval of the authority having jurisdiction.

Exception: For the purpose of this Standard, reducing the number or size of pyrotechnics to be used in the event shall not be considered a significant change in the presentation.

- c. Content of Plans. The plan for the use of pyrotechnics shall be submitted in to the authority having jurisdiction and the Site Manager. The plan shall provide the following:
- The name of the person, group or organization sponsoring the event, demonstration or reenactment.
 - The date and time of day of the event, demonstration or reenactment.
 - The exact location of the event, demonstration or reenactment
 - The name of the person actually in charge of firing the pyrotechnics (e.g. the pyrotechnic operator)
 - The number, names and ages of all assistants who are to be present.
 - The qualifications of the pyrotechnic operator.
 - The pyrotechnic experience of the operator.
 - Confirmation of any applicable Federal or State licenses held by the pyrotechnic operator or assistant(s).
 - The number and types of pyrotechnic devices and materials to be used, the effects of the devices, and a definition of the general responsibilities of assistants.
 - A diagram of the grounds or facilities where the pyrotechnics are to be discharged. The diagram shall show firing stations and the lines behind which the general public shall be restrained.
 - The point of on-site assembly of pyrotechnic devices.
 - The manner and place of storage for the pyrotechnic materials and devices.
 - A material safety data sheet (MSDS) for the pyrotechnic material(s) to be used.

All plans shall be submitted as soon as possible to the authority having jurisdiction in order to provide sufficient time for review and approval. In no case shall the plans be submitted less than 24 hours before the event, demonstration or reenactment.

- d. Pyrotechnic Demonstrations. Prior to the issue of permits, a walk-through and a representative demonstration of the pyrotechnics shall be provided for and approved by the authority having jurisdiction.

Exception: The authority having legal jurisdiction may waive this requirement based on past history, prior knowledge, and other factors, provided the authority is confident the discharge of pyrotechnics can be conducted safely.

The demonstration shall be conducted with sufficient time allowed to reset/reload the pyrotechnics prior to the event, demonstration of reenactment in keeping with the time requirements specified by the pyrotechnic operator.

- e. Qualifications of Operators and Assistants. All pyrotechnic operators shall be at least 21 years of age and licensed or approved by the authority having jurisdiction in accordance with any and all applicable laws. All assistants shall be at least 18 years of age.

4. Use of Pyrotechnics

- a. General fire protection. Fire extinguishing equipment shall be provided as required by NFPA 10, Standard for Portable Fire Extinguishers, and the authority having jurisdiction. To prevent unauthorized personnel from having access to pyrotechnics, the authority having jurisdiction shall provide a separate, lockable room or facility for the preparation of pyrotechnic materials and devices that is acceptable to the pyrotechnic operator. No personnel shall handle pyrotechnic materials or devices while under the influence of intoxicating beverages, narcotics, controlled substances, and prescription or non-prescription drugs that can impair judgment.
- b. Firing prerequisites. All pyrotechnic devices shall be placed/mounted in positions and orientated so that, when fired, the effects of the device as described in the pyrotechnic plan are produced. Care shall be taken to safeguard against fallout and the accidental production of projectiles. Pyrotechnic materials and devices shall be fired only from equipment specifically designed for that purpose. Prior to firing any pyrotechnic materials or devices, the pyrotechnic operator or designated event security staff shall prevent unauthorized entry into the area where the special effects are to occur.
- c. Firing Safeguards. Power sources used for firing pyrotechnic materials or devices shall be restricted to batteries or isolated power supplies used for firing purposes only. All firing systems shall be designed to ensure against accidental firing by providing

at least a two-step interlock in which no firing power can be applied to any firing circuit unless the operator intentionally does the following:

- Enables or arms the firing system; and
- Deliberately applies firing power.

Firing Systems shall not be left unattended while connected to loaded pyrotechnic devices.

Exception: Firing systems that are disconnected from their power source and have a removable activator, keyswitch, or coded arming system.

Pyrotechnic devices shall be fired only when the area(s) where the effects are to occur are in clear view of the pyrotechnic operator or an assistant who is in direct communication with the operator.

- d. Safety precautions. The location where pyrotechnic materials and devices are handled are used shall be kept in a neat and orderly condition and shall be kept free of any condition which may create a fire hazard. Pyrotechnics shall be stored in a manner specified by the Bureau of Alcohol, Tobacco and Firearms (ATF). An enclosed vehicle may be used for storage where permitted by ATF, state, or local regulations. No quantity of pyrotechnic materials greater than that needed for the event, demonstration or reenactment shall be removed from storage. Smoking shall not be permitted within 25 feet (7.6 m) of the area where pyrotechnics are being handled or fired. Smoking is not allowed at any THC historic site or event.

No pyrotechnics shall be left unattended when not secured and made inaccessible by the licensed pyrotechnic operator. The licensed pyrotechnic operator and assistants shall wear personal protective equipment (PPE) applicable to the hazards associated with the preparation, loading and firing of pyrotechnic devices.

5. Event, Demonstration or Reenactment

- a. Additional precautions. The pyrotechnic operator shall warn all participants of the inherent dangers/hazards associated with the firing of pyrotechnic devices. This may take the form of a general safety meeting/briefing held prior to the event, demonstration or reenactment. Issues discussed should include, but are not limited to:

- Go/no-go conditions to fire pyrotechnic devices.
- Visual demonstrations and recognition of pyrotechnic devices.
- Detailed explanation of the methods, effects and applications of the pyrotechnic devices as needed.
- Discussion of general safety precautions, site specific policies and procedures, (i.e. medical emergencies, safety timeouts, use of code words, etc.).

- Firing procedures for the pyrotechnic devices.
- Questions and answers by the participants.

Reenactors who are familiar with the pyrotechnic effects in use may elect to remain in close proximity to the pyrotechnic devices on firing, provided they do so of their own volition and only in performance of their duties. The pyrotechnic operator shall take special care with the briefing of reenactment personnel who will be in close proximity to the pyrotechnic devices when fired.

Immediately before any event, demonstration or reenactment, the pyrotechnic operator shall make a final check of wiring, firing position(s), hookups and pyrotechnic devices to ensure they are in proper working order.

The pyrotechnic operator shall also verify safety distances. The placement of all wiring and pyrotechnic devices shall be designed to minimize the possibility of reenactors and support personnel disturbing the devices during the event, demonstration or reenactment. The pyrotechnic operator shall exercise extreme care throughout the event, demonstration or reenactment to ensure that the pyrotechnic devices function correctly and that the reenactors, support personnel and audience are clear of the devices.

- b. Post event precautions. Immediately after the event, demonstration or re-enactment, and before support personnel are permitted to enter the area where pyrotechnic devices were fired, the licensed pyrotechnic operator shall verify that all devices have been fired or made safe. Any unfired pyrotechnic devices shall be fired or made safe according to methods approved by the authority having jurisdiction. All unused pyrotechnics shall be returned to secured inaccessible storage as soon as possible at the conclusion of the event, demonstration or reenactment; or disposed of in a way approved by the manufacturer and the legal authority having jurisdiction.

Cavalry Safety Standards and Procedures

All equine participants and units must preregister with the Site Manager prior to the event and arrival on site. Please refer to the Equine, Livestock, and equipment section of this manual for further rules. The following safety standards and procedures are to be utilized by all reenactment units and individuals while on property owned and/or operated by the site. These are minimum standards. Units may set their own standards as long as the following are included.

General: Unit commanders are responsible for:

1. Compliance of their unit members and guests with these safety standards and procedures
2. Insuring their unit members, guests and animals are properly trained to participate

Battle Fields:

1. Horses, men, and equipment not assigned to artillery should stay a minimum of 25 feet away from artillery caissons and powder lockers at all times.
2. Gunpowder will be carried in pre-rolled cartridges, extra cylinders or small, approved flasks only. Individuals will carry no large cans of powder, either as riders or as foot troops. Artillery gunpowder will be kept in appropriate containers and is covered fully in the artillery SOP.
3. Pistols will be carried with the hammer between chambers (between the nipples) or on an empty cylinder. Carbines, rifles, and shotguns will be carried in a similar manner.
4. Caps will be kept in a cap box or "capper."
5. Loads: Cream of Wheat only will be used to pack gunpowder. No wadding including, but not limited to paper cartridge, wax, felt, leather, or rawhide wads is permitted.
6. Live rounds will not be carried at any time. No round balls or projectiles of a size which could be fired by firearms being used may be present on any battlefield location.
7. Never fire directly toward another person. Weapons will be elevated when fired. Do not fire if within 25 feet with a pistol, or 50 feet with a carbine, rifle or shotgun, of another person. Do not fire any weapons if within 50 feet of a cannon or limber.
8. Edged weapons such as sword, saber and knife will be kept elevated when in used in a battle or engagement.
9. All knives, axes, tomahawks, polearms, swords and bayonets used for demonstration shall have dulled edges and blunted points.
10. All mounted "live fire" (demonstration shooting) will be approved and reviewed by the Safety Officer before the demonstration is performed.
11. All equines will be controlled during "live fire" exercises by their riders or by dismounted troops.
12. Riders will keep a distance of 10 feet or more from the public when mounted.

At no time will a reenactor or living historian allow the public to ride his/her mount.

Displays

The Safety Officer will be responsible for the inspection and safety of all reenactment displays or demonstrations. Demonstrations are defined as the interactive components of an event and displays are defined as non-interactive and visual only components of an event.

The Safety Officer will inspect every living historian's or reenactor's equipment, ammunition, storage area, firearms, cannons, guns, edged weapons and all tents at encampments. Those that do not pass inspection will not be allowed in encampment areas. The inspection checklist form found at the back of these rules will be used.

Firearms Rules:

1. There will be no live ammunition allowed in the encampment or on State property at any time.
2. All ammunition will be inspected before display or demonstrations.
3. All firearms will be inspected for safety violations.
4. At all times, firearms are to be secured by the reenactors and under no circumstances will the general public be allowed to handle, pick up, or use a reenactors firearm or other weapon.
 - a. Reenactors will not leave their firearms where someone from the general public may pick them up.
 - b. All firearms and blank ammunition not in use will be placed in a safe and secured area at all times.
 - c. Blank ammunition will not be loaded except by prior approval of the Safety Officer/Supervisor and only in the "safe zone" designated by site staff.
 - d. Extreme care will be taken to see that demonstration firing of blanks will be done in a controlled "safe zone" and in a safe direction.
 - e. At no time will pistols be loaded or drawn without the Safety Officer or Safety Supervisor's approval.
 - f. At no time will a reenactor aim at another person. They will aim to the side at all times when working in a skit or reenactment. At no time will a weapon, loaded or unloaded, be aimed at a visitor.
 - g. There is a 20 yard rule in effect. If a person you are shooting at is closer that distance, there is a chance of injury.
 - h. The only ammunition that the general public will be allowed to touch will be the "movie props," and the Safety Officer must inspect them beforehand.
 - i. When pistols are used, care will be taken to see that there is nobody standing within 20 feet to the side of the cylinder where injury could happen.
 - j. When not on a firing demonstration, all pistols are to be kept in the holster with the flap or tie down in the lock position unless on display. The pistol will be under the direct control of the exhibitor at all times and kept where visitors cannot handle the weapon.

- k. Cannon black powder will be kept in a locked and guarded container. There will be no smoking in the area where the black powder is stored or used.
- l. Empty brass from expended blanks will be retrieved for disposal after firing demonstrations. There will be no brass given away to the public. This is because the jagged edges can cause cuts.
- m. A "fire in the hole" call will be made to visitors and participants when firing any cannon, pyrotechnics, or Gatling gun.

Blades Rules:

1. All knives, axes, tomahawks, polearms, swords and bayonets used for demonstration shall have dulled edges and blunted points or sheaths that can be secured over the blades.
2. Swords will not be drawn except with the approval of the Safety Officer.
3. Bayonets will not be removed from their sheath unless approved by the Safety Officer.
4. No throwing demonstrations with edged weapons will be allowed at THC historic sites.
5. All non-throwing demonstrations with blades will have a 10-foot safety zone between the public and the reenactors.
6. Knives will be kept in control of the owner at all times. When not being used in demonstration they will stay in their sheaths in the locked or tied down position.
7. Under no circumstances will a participant allow anyone from the general public touch or use his bladed weapon.

Crowd Control:

1. When weapons are displayed, they will be placed in such a manner to not allow a visitor to touch or pick up the weapon. Weapon is defined as a firearm, bladed weapon, bayonet, Doctor's equipment, club or any other device that could be used to harm another person.
2. The use of rope barriers, boxes, barrels, and other camp equipment is encouraged to control the movement and direction of crowds.
3. Placement of tents, displays, wagons, and tables is encouraged to control the movement and direction of crowds.
4. Displays and publically accessible camps should not be left without someone to watch them.
5. When possible participants not actively engaged in battle scenarios or active engagements should be stationed around the visitor perimeter to assist with crowd control.

Encampments

The Encampment:

1. It will be mandatory in arranging the encampment so that there are no ropes or other items that impede the safe and even flow of the public when viewing the encampment. In those cases where tent or fly ropes could be a problem, colored flags of period-style fabric or modern tape should be used on ropes to increase their visibility.
2. The placement of tables, chairs, flag holders and flags, barrels, and other equipment should be used as barriers near ropes and other areas where traffic needs to be restricted.
3. The encampment should be kept orderly and clean at all times. Trash receptacles should be placed where they can be used by both visitors and encampment personnel.
4. Weapons and other material should not be left unattended.
5. Non-period equipment will be kept secured and out of sight during visitors' hours to all encampments.

Fire Regulations:

1. Campfires are allowed, but no dug fire pits. The use of either metal pans or fire rings is allowed. With prior approval, a layer of dirt four inches thick on top of a metal sheet will form a barrier for an open fire.
2. Fire pails (buckets) will be kept within reach of all campfires and tents. Camp occupants will insure that water and/or clean sand is available for at all times to control campfires. It is additionally suggested that modern Class A fire extinguishers be kept out of sight but accessible within closed tents when possible. Safety Officers will verify the presence of fire suppression supplies.
3. No fuels other than untreated wood or charcoal shall be used for fire.
4. When camp is set up overnight, there will be a "fire watch" mounted throughout the night unless the fire is completely extinguished with water.
5. No garbage may be burned in fire pits
6. The Safety Officer will check with the local authorities for burn bans. If there is a burn ban, it will be complied with.
7. When breaking camp, the fire will be extinguished and the coals bagged for later disposal at your return destination or disposed of according to the site staff.
8. Lanterns and candles can be used in camps with prior approval of the Safety Officer or Site Manager for each event.

Cooking in Camp:

1. Cooking over campfires will be allowed only if the campfire and arrangement meets with the requirements of the Safety Officer and regulations listed above. Care will be taken to assure the public can view, but not touch, the cookware or campfire.
2. Food items cannot be distributed to visitors to the site without the prior approval of the Site Manager. In the case of food for sale a Vendors Insurance Statement for the amount required by the site and any Health Permits applicable under local code is mandatory.
3. All excess food and scraps will be stored away or put in proper disposal areas approved by the Safety Officer.
4. There will be no disposal of "gray water" or any wastewater on site grounds without the approval of the site staff.
5. Fire pails will be in reach of the cooking fires at all times.

Layout of the Encampments:

1. Both period and non-period participant camping areas should be designated when possible and appropriate. Where a historic site precludes a separate non-period participant camp only period style camping will be allowed.
2. Period camping areas may be used as education demonstration areas during public event hours with appropriate supervision and control
3. Non-period participant camping areas should be discrete and not visible from event activity areas. All non-period participant camping areas must be secured and actively monitored during public event hours.
4. Sleeping and storage tents in all camping areas will be secured and actively monitored during public event hours to control/prevent visitor access..
5. When planning the encampments, crowd control and directions of travel need to be taken into account before setting up.
6. A rough plan of the encampments must be presented to the Safety Supervisor and Site Manager for approval prior to set up.

Equines, Livestock, and Equipment

All equines (horses, mules, and donkeys) can be safety issues when dealing with the public. The following rules will be required for the handling of equines in Reenactments, Living History Events and Special Events. The rules in this section of the manual shall apply to all livestock on at events as applicable. For eavalry demonstration specific rules please refer to the Cavalry Safety Standards and procedures section of this manual.

General Rules:

1. All participants who bring equines onto historic site property should review the Texas Equine Code, included at the end of this section of the Texas Historical Commission Safety Manual at the beginning of each reenactment event. Signage with the appropriate wording from the Texas Equine Code, Section 87.005, as quoted below should be posted as appropriate.
2. All equine participants and units must preregister with the Site Manger prior to the event and arrival on site.
3. Reenactors, owners, and guests are responsible for the care, safety and actions of their animals and may be held accountable for failure to comply. A rider must verify that they have been properly trained before using an equine on historic site property. If they do not have a certification from their unit, then they must pass an inspection before participating in the event by an appointed Safety Officer or the Site Manager to show their ability to saddle, mount and control their animal before. Equines will not be left alone at any time the public is on site. It will be the owner's responsibility to picket or corral all equines when not in use.
4. Owners will need to provide a copy of a current negative Coggins test certificate before unloading any animal on state property. The test has to have been performed within one calendar year.
5. The rider is responsible for knowing and understanding where designated campsites and designated trails are located.
6. Equines and riders must camp in designated horse areas and must stay on designated horse trails. Do not cut switchbacks or ride cross country.
7. Equines are not allowed in designated swimming or wading areas.
8. Equines may be tethered to your stock trailer.
9. Equines must not be tethered to trees, shrubs, or other site structures while in camp.
10. Hay bags should be used for feeding all livestock.
11. Manure and hay must be raked and bagged before leaving your campsite for later disposal at your return destination.
12. No stallions are permitted for reenacting and living history events.
13. Participants may not allow visitors to mount or ride animals at any time.

Picket Lines and Corrals:

1. Picket lines will be used with a strong rope tied between two trees. There will not be any "picket pens" used other than display. Horses on picket lines should be tied to prevent the head from being lowered below the horse's chest. They should not be able to step over the picket line. If a picket line is arranged for the horse to graze (where the horse could step over the rope), then only one horse should be tied to the picket line at any given time.
2. Corrals will have room for horses, water and feed (hay and grain).
3. Picket lines will be roped off with a boundary of at least twenty feet on all sides.
4. There will be someone on guard with the animals in picket or the corral whenever the public has access to the area.

Equipment:

Saddles, halters, and bridles are to be kept in a safe usable condition. Poorly maintained equipment can be dangerous to the animal and rider, and will not be allowed.

TEXAS EQUINE CODE

AN ACT relating to limiting the liability of certain persons for equine activities.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Title 4, Civil Practice and Remedies Code, is amended by adding Chapter 87 to read as follows:

CHAPTER 87. LIABILITY FOR EQUINE ACTIVITIES

Sec. 87.001. DEFINITIONS.

In this chapter:

(1) "Engages in an equine activity" means riding, handling, training, driving, assisting in the medical treatment of, being a passenger on, or assisting a participant or sponsor with an equine animal. The term includes management of a show/event involving equine animals. The term does not include being a spectator at an equine activity unless the spectator is in an immediate proximity to the equine activity.

(2) "Equine animal" means a horse, pony, mule, donkey, or hinny.

(3) "Equine activity" means:

(A) an equine animal show, fair, competition, performance, or parade that involves any breed of equine animal and any equine discipline, including dressage, hunter and jumper horse shows, grand prix jumping, three-day events, combined training, driving, pulling, cutting, polo, steeple chasing, English and Western performance riding, endurance trail riding and Western games, historic reenactments, and hunting;

(B) equine training or teaching activities;

(C) boarding equine animals;

(D) riding, inspecting, or evaluating an equine animal belonging to another, without regard to whether the owner receives monetary consideration or other thing of value for the use of the equine animal or permits a prospective purchaser of the equine animal to ride, inspect, or evaluate the equine animal;

(E) informal equine activity, including a ride, trip, or hunt that is sponsored by an equine activity sponsor;

(F) placing or replacing horseshoes on an equine animal; or

(G) without regard to whether the participants are compensated, rodeos and single event competitions, including team roping, calf roping, and single steer roping.

(4) "Equine activity sponsor" means:

(A) a person or group who sponsors, organizes, or provides the facilities for an equine activity, including equine facilities for a pony club, 4-H club, hunt club, riding club, therapeutic riding program, or high school or college class, program, or activity, without regard to whether the person operates for profit; or

(B) an operator of, instructor at, or promoter for equine facilities, including a stable, clubhouse, pony ride string, fair, or arena at which an equine activity is held.

(5) "Equine professional" means a person engaged:

(A) to instruct a participant or rent to a participant an equine animal for the purpose of riding, driving, or being a passenger on the equine animal; or

(B) to rent equipment or tack to a participant.

(6) "Participant" means a person who engages in an equine activity, without regard to whether the person is an amateur or professional or whether the person pays for the activity or participates in the activity for free.

Sec. 87.002. APPLICABILITY OF CHAPTER.

This chapter does not apply to an activity regulated by the Texas Racing Commission.

Sec. 87.003. LIMITATION ON LIABILITY.

Except as provided by Section 87.004, any person, including an equine activity sponsor or an equine professional, is not liable for property damage or damages arising from the personal injury or death of a participant if the property damage, injury, or death results from the dangers or conditions that are an inherent risk of equine activity, including:

- (1) the propensity of an equine animal to behave in ways that may result in personal injury or death to a person on or around it;
- (2) the unpredictability of an equine animal's reaction to sound, a sudden movement, or an unfamiliar object, person, or other animal;
- (3) certain land conditions and hazards, including surface and subsurface conditions;
- (4) a collision with another animal or an object; or
- (5) the potential of a participant to act in a negligent manner that may contribute to injury to the participant or another, including failing to maintain control over the equine animal or not acting within the participant's ability.

Sec. 87.004. EXCEPTIONS TO LIMITATION ON LIABILITY.

A person, including an equine activity sponsor or an equine professional, is liable for property damage or damages arising from the personal injury or death caused by a participant in an equine activity if:

- (1) the injury or death was caused by faulty equipment or tack used in the equine activity, the person provided the equipment or tack, and the person knew or should have known that the equipment or tack was faulty;
- (2) the person provided the equine animal and the person did not make a reasonable and prudent effort to determine the ability of the participant to engage safely in the equine activity and determine the ability of the participant to safely manage the equine animal, taking into account the participant's representations of ability;
- (3) the injury or death was caused by a dangerous latent condition of land for which warning signs, written notices, or verbal warnings were not conspicuously posted or provided to the participant, and the land was owned, leased, or otherwise under the control of the person at the time of the injury or death and the person knew of the dangerous latent condition;
- (4) the person committed an act or omission with willful or wanton disregard for the safety of the participant and that act or omission caused the injury; or
- (5) the person intentionally caused the injury or death.

Sec. 87.005. WARNING NOTICE.

(a) An equine professional shall post and maintain a sign that contains the warning contained in Subsection (c) if the professional manages or controls a stable, corral, or arena where the professional conducts an equine activity. The professional must post the sign in a clearly visible location on or near the stable, corral, or arena.

(b) An equine professional shall include the warning contained in Subsection (c) in every written contract that the professional enters into with a participant for professional services, instruction, or the rental of equipment or tack or an equine animal. The warning must be included without regard to whether the contract involves

equine activities on or off the location or site of the business of the equine professional. The warning must be clearly readable.

(c) The warning must be as follows:

WARNING

UNDER TEXAS LAW (CHAPTER 87, CIVIL PRACTICE AND REMEDIES CODE), AN EQUINE PROFESSIONAL IS NOT LIABLE FOR AN INJURY TO OR THE DEATH OF A PARTICIPANT IN EQUINE ACTIVITIES RESULTING FROM THE INHERENT RISKS OF EQUINE ACTIVITIES.

SECTION 2.

This Act takes effect September 1, 1995, and applies only to a cause of action accruing on or after that date. A cause of action accruing before the effective date of this Act is governed by the law in effect at the time the action accrued, and that law is continued for that purpose.

Standard Operating Procedure For Horse/Wagon Trail Riding Adventure Activity Standards

Horse/Wagon Trail Riding - Adventure Activity Standards (AAS) for Texas Historical Commission activities. These standards include Commercial Owners and Operators, Volunteers, Organizations, Employees, Guides and Trip Leaders (Commercial or Noncommercial) that are involved in THC activities. The rules within this section of the manual shall also apply to all THC sponsored camel experiences as applicable.

Horse/Wagon Trail Riding Activity Description

Horse/Wagon Trail Riding provide trip and travel opportunities by horse or wagon for its participants, either as extensions of their day camp programs or as stand-alone trip or travel programs. Small groups travel two nights or more (many times in a wilderness setting) and rely on the leadership of only a few staff. Trip/travel groups do not have the stable, familiar resources of the camp community or State Site resources available to them. Different procedures, training, expertise and plans are necessary to help assure that participants have rewarding, safe experiences in a wide variety of environments.

Adventure Activity Standards (AAS)–Why Have Standards?

Safety is the highest priority of THC permitted or sponsored Horse/Wagon Trail Riding activities. The activity and overall operation must consider safety at all times as it applies to participants, livestock and equipment, spectators, traffic along public roads, the environment, and property (both public and private).

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DISCLAIMER

It is acknowledged that there are differing duties of care that apply to both commercial and noncommercial Horse/Wagon trail rides. For the purpose of this Safety Manual, a Horse/Wagon trail ride involves organized wagon and/or horseback rides where participants are led as a group, outside of enclosed areas and through varying environments.

In consideration of being accepted as a trip leader/assistant or participant in this activity, sponsored by the Texas Historical Commission ("THC"), individuals hereby release, discharge and agree to hold harmless the THC, its agents, employees, officers and successors, from and against all liability, claims, demands, and judgments which the undersigned participant, may have, or which my heirs, executors, administrators or assigns may have or claim to have against the THC, its successors, employees or officers for all personal injuries (including death), known or unknown or damage to property caused by or arising out of activities in the above described Project/Program.

All participants, trip leaders, and assistants must review and acknowledge the applicable sections of the Texas Equine Code as listed in the Equines and equipment Section of this manual below prior to participation in any horse/wagon trail riding activities.

1 Planning

This section contains the documentation requirements that must be met in writing when planning a Horse/Wagon Trail Riding Activity.

1.1 Activity plan for Horse/Wagon Trail Riding

Route selection is the most important consideration when creating an activity plan.

Organizations and leaders must select tracks/routes that match the capabilities of the riders, wagons and/or horses. To do this, the following considerations must be included.

- Leader to participant ratio. (See 2.6)
- Objectives of the trip. (Desired outcomes)
- Group size.
- Group skill/experience level.
- Participant expectations (adventure, scenery, history education)
- Support capabilities.
- Available horses.
- Foreseeable weather.
- Age and ability of participants.
- Characteristics of area (Accessibility).
- Duration of trip.
- Availability of emergency medical assistance.
- Environmental impacts.
- Prevailing conditions (Fire bans, river levels, tides)
- Other users (seasons/ holiday)
- Emergency procedures/ risk management
- Legislative restrictions and the Texas Equine Code.

When selecting a leader and assistant(s) for a ride it is essential to consider the following.

- The leader and assistant(s) have the required competency to conduct the trip and to satisfy the planned objectives.
- The selected leader must have researched the specific area being visited.
- Certification as an instructor for a nationally-recognized organization or riding school or endorsements of successful experience in formal horseback riding instruction.
- Five years experience with management or supervision at a horse riding facility.
- 3 -5 years experience in camp and/or park administration
- Experienced in laws governing environmental, conservation, activities
- Experienced in natural and cultural programs
- Experienced in outdoor living skills
- Ability to supervise staff and campers
- Ability to meet the public
- Ability to plan, originate, organize, and carry out daily and special programs

1.2 Pre-Trip Documentation

Documentation is a requirement. There are however, certain details which a leader and/or organization must be aware of to maximize safety. The following is agreed to be the required documentation for a ride. It should be provided in written form and readily accessible to the leader and non-participating contact

for the duration of the trip (in the event of an incident/emergency) and all individual participants requirements must be appropriately accounted for throughout the trip.

- Emergency Strategy (including details set out below in 1.4).
- Participant's name and address.
- Participant's emergency contact details.
- It is recommended that any relevant participant medical conditions and how they should be dealt with will be noted in advance during registration. They include but are not limited to:
 - Any previous/existing conditions.
 - Asthma.
 - Diabetes.
 - Epilepsy.
 - Fainting/dizziness.
 - Specific allergic reactions (Bees/wasps/ants).
 - Blood conditions which may effect bleeding/clotting.
 - Impaired sight or hearing.
 - Conditions effecting balance.
 - Heart conditions.
 - Migraines.
 - Disability or other medical conditions relevant to ability to ride (e.g. pregnancy and any relevant medication).
- Participants must provide signatures to acknowledge inherent risks and to authorize any relevant emergency treatment by a medical officer if required (to be acquired after a full explanation/briefing).
- The above signature should also acknowledge the role of the leader.
- The minimum age for participation is 7 years of age. Participants under the age of 18 must have the signature of a parent/guardian.

1.3 Documented site specific hazards/ risk assessment

It is an inherent responsibility when conducting any horse/wagon trail riding activity to identify key hazards. The Texas Historical Commission Adventure Activity Standards are an established set for risk management objectives outlined in this document. These standards describe risk management as 'a process consisting of well-defined steps which, taken in sequence, support better decision making by contributing a greater insight into risks and their impacts.'

It is mandatory that leaders conduct a documented risk assessment prior to any trip and document hazards, changes to the condition of the planned route and how they should be reasonably dealt with. This information should be made readily available within the organization and reported to the appropriate supervisor/officials and THC staff where relevant.

1.4 Emergency strategy

Emergency strategies must be written to manage incidents and minimize their escalation into dangerous situations for each Horse/Wagon Trail Ride.

Trip leader(s) and an appropriate external contact, either within each organization or otherwise, must be fully aware of the emergency strategy and a summary must be provided as a component of the preliminary group briefing.

A copy of the documented emergency strategy must be carried on the trip and a copy must be kept with the relevant non-participating contact. It should be noted here that the intention of the emergency strategy is to ensure that any rescue is conducted in an effective and timely manner.

The emergency strategy for a horse/wagon trail riding trip must be specific to each trip and must contain;

- Access and egress routes (For example; tracks, trails with approximate distances could be marked on a suitable map).
- Assembly points where appropriate.
- Contact details for key organizations (for example land manager, City/County Officials, Law Enforcement Agencies, Ambulance). This should include the means of communication (mobile phone, satellite phone, radio) where the communication can be expected to work and how they are best contacted, including information on digital or analog format.
- Planned start/finish time of the trip.
- Contact details for organization or non-participating contact.
- Procedure if leader is injured.
- Search and rescue activation time(s).

1.5 Restrictions to participation

Operational restrictions to a horse/wagon trail riding trip include weather, equipment, difficulty of route, restrictions dictated by land manager and environmental factors (trail conditions, flood, drought, fire). Activity leaders have the right to refuse any individual participation. Restrictions on participation in a horse trail riding trip apply but are not limited to;

- Participants deemed to be under the influence of alcohol or drugs including prescription drugs, which may affect performance.
- Participants who declare a medical condition that poses an unacceptable risk to themselves or the safe conduct of the activity.
- Participants deemed by the trip leader to poses an unacceptable risk to themselves or the safe conduct of the activity.
- Participants behaving in a manner during the activity that poses an unacceptable risk to themselves or the safe conduct of the activity
- Participants who are unable or unwilling to follow instructions. (See 2.3, responsibility of the leader)
- Participants with a horse/wagon deemed unsuitable by the trip leader
- Participants who are clearly unprepared for foreseeable conditions.

2 Responsibility of the Trip Leader/Assistant

This section includes all aspects of the activity plan that involve both the trip leader and assistant(s). This section covers the specific competency required for various difficulty levels and covers basic requirements.

2.1 Competencies

Several schemes are available through community organizations, employers, colleges, universities and registered training organizations (RTO's) for training horse trail riding trip leaders. For this reason, as a leader of commercial horse trail rides, you must be confident of having satisfied a comprehensive process of skill acquisition and experience which must be at least equivalent to that described by the American Camp Association (ACA) Standards. Non-Commercial groups are also encouraged to ensure that the skills and experience available on any given trail ride are equivalent to that expected of the commercial ride leader.

A statement of attainment for these competencies is not compulsory. However, the inclusion of this section is intended to provide a suitable benchmark to introduce individual accountability in line with the Texas Historical Commission standards.

The review of this safety document is likely to determine that commercial operators will be expected to demonstrate formal assessment as to the appropriate level. This requirement will benefit the Adventure Activity, as it will further demonstrate consistency and professionalism.

Role Description of Skill Code Assistant

- Cannot work alone/inexperienced or under 18 years of age
- Responsible for applying sport and recreation law
- Able to carry out regular horse observation
- Provide daily care for horses
- Ride and care for horses and equipment
- Load and unload animals
- Follow defined equine activity safety procedures as outlined in these rules
- Handle horses safely
- Demonstrate Basic horse riding skills

Restricted Leader

- Can lead single day rides only.
- Undertake risk analysis of activities
- Facilitate a group
- Deal with conflict
- Administer prescription medications

- Plan outdoor recreation activities
- Guide outdoor recreation sessions
- Apply weather information
- Plan for minimal environmental impact
- Supervise horse handling
- Apply first aid to horses
- Demonstrate horse riding skills in tracked areas
- Guide day rides in tracked areas

Un-restricted Leader

- Can lead overnight treks.
- The above skills (Restricted Leader) are also included.
- Carry out basic hoof care procedure and dentition
- Transport livestock
- Implement animal health control programs
- Navigate in tracked and trackless areas
- Use and maintain a temporary or overnight site
- Guide overnight horse trail rides in tracked areas

Restricted Manager

- Can manage and lead riding centre for single day rides only.
- The above skills (un-restricted leader) are also included.
- Educate, ride and care for horses and equipment
- Prevent and treat equine injury and disease
- Coordinate emergency response
- Provide leadership to groups
- Implement and monitor policies to ACA standards
- Manage risk in an outdoor activity
- Select and manage horses for beginner riders
- Determine nutritional requirements for horses
- Plan conditioning and training programs for horses
- Train and condition horses for trail rides

Unrestricted Manager

- Can manage and lead riding for remote and multi-day treks.
- All of the skills mentioned are included.
- Demonstrate horse riding skills in remote or wilderness areas
- Manage horse illness/injury in remote areas
- Guide trail rides in a broad range of situations
- Plan outdoor recreation activities (advanced)
- Interpret weather conditions in the field

This package has been developed through consultation with the Texas Equestrian Trail Riders Association (TETRA) and aims to develop realistic work practices and skills in a structured and relevant manner.

The above competencies are components which encompass the specification of knowledge areas and skills relevant to the outdoor recreation industry and the application of that knowledge and skill to a standard of performance required in the workplace.

Adventure Activity Standards do not focus on all aspects and relate only to those which represent the specific competency and skills deemed reasonable for leadership for specific activities.

2.2 First Aid

On commercial rides, at least one staff member accompanying every trail ride must have a current Level 2 first aid certificate or recognized equivalent.

On non-commercial rides, at least one participant accompanying every trail ride must have a current Level 2 first aid certificate or recognized equivalent.

2.3 Specific Responsibilities of the Leader

The following are the responsibilities of a trail ride leader. Individual tasks may be delegated but the responsibility remains with the trip leader.

Whenever commencing any trail ride, it is the trip leaders responsibility to ensure that the level of knowledge, ability, skill and equipment of each participant is appropriate for the level of difficulty and complexity of the trip and to receive acknowledgement from all participants that he/she (as leader) has the role of leading the group.

- Research and plan for likely hazards.
- Be familiar with the emergency management procedures.
- Ensure that minimal environmental impact message is conveyed and adhered to.
- Confirm group experience/capabilities.
- Ensure a full brief is clearly carried out and understood by all guides and participants. (See 2.5)
- Ensure that all equipment is appropriately secured at all times and is appropriate for the activity being undertaken.
- Confirm head count before, during and immediately following the ride.
- Maintain awareness of the physical and psychological condition of the group.
- Control the pace of the group and rest group if necessary.
- Maintain constant surveillance/observation of participants to ensure, to the best of your ability, that all participants avoid situations beyond their known capabilities.

- Appropriately designate responsibility to assistants.
- Notify appropriate persons of safe completion.
- Check all equipment on return.
- Ensure that any incidents and/or injuries are reported and recorded.
- Ensure that there is an appropriate contingency for a horse and rider who prove to pose an unduly high risk to themselves, others and/or horses (these will be quite different for short treks and for long remote tours).
- Ensure to the best of your ability the welfare of the horses.

2.4 Assistant to the Leader

Assistants to the leader (where appointed) must support and assist the leader according to the trip plan and manage any incident or emergency according to the emergency strategy if the trip leader becomes injured or incapacitated.

2.5 Communication and Authority

As for all outdoor activities involving group participation, all participants, assistants and leaders must use an agreed and understood system of communication. It is essential that this system be devised before the trip and agreed as a component of the pre trip briefing.

Every communication system requires a clear full briefing. This may be delivered differently according to program situation and, where relevant, the length and complexity of a trip. It must include but is not limited to each and every element of the following and as a recommendation, should be conducted before participants are mounted.

- Introduction of leader, assistant(s), objectives and first aider.
- Strategies for environmental conservation including responsible riding techniques, flora, fauna and rubbish removal.
- The nature of the activity, inherent risks, emergency strategy, group conduct and communication requirements.
- Confirmation of information gathered from clients (experience/medical issues etc.)
- Description of ride (length, location).
- Dangers related to behavior of horses
 - Vices (kick/bite)
 - Independent decision-making animal
 - Flight instinct
- Equipment and clothing.
- Helmets;
 - *State features of helmet
 - *Demonstrate proper fitting of helmet
 - *Check fit of participant's helmets
 - *Instruct participants to wear fastened helmet at all times
- Behavior requirements for riders;

- *No shouting, running or throwing things.
- *No walking up behind or standing immediately in front of horses, when on foot stand near the horse's shoulder.
- *Unless participant skill level has been assessed previously, no mounting without assistance (horses should be held for beginners when they mount.).
- *Rules of the order of the ride (no passing front staff member, distance between horses, keep in line, speed determined by staff etc.).
- *Obey instructions by staff members.
- Demonstration pre-ride should include;
 - *Mount/dismount.
 - *Holding and using the reins (stop and turn).
 - *Foot position in stirrup and applying pressure for forward motion
 - *Rider to demonstrate ability to stop, turn and move forward (control their horse) to the satisfaction of the instructor before departure on the ride
- Participant;
 - *Confirm participants have understood the brief (acceptance of risk)
 - *Confirm participants are free of the effects of alcohol/drugs
 - *Check participants clothing, hair and jewelry are safe and appropriate for the planned trip (chewing gum should be removed).

2.6 Ratios of Trip Leader and Assistant(s) to Participants

On any trail ride the ratio of leaders and assistants to participants must not exceed 1:6.

- On rides that enter remote areas or where the ride occurs overnight, a minimum of one leader and one assistant.
- Ratios of leaders and assistant(s) to participant(s) must be determined so that they allow adequate supervision of all participants and the ability to rapidly, and adequately, respond to emergency situations.
- The ratio above will not be adequate in many situations.
- Leaders and assistant(s) should assess each situation and adjust ratios accordingly. In determining this ratio, consideration should be given to:
 - *The experience, ability and age of the participants.
 - *The nature of the activities.
 - *The terrain or course.
 - *The distance to and/or accessibility of emergency services.

2.7 Group Size

For the safety of both the group and the environment, group size for a horse/wagon trail ride and the number of horses/wagons (participants, leader, assistant(s) and packhorses) can be limited by group leaders and that decision must be adhered to.

3 Equipment

Equipment requirements vary with the objectives of the trip plan and the environmental conditions likely to be endured. When planning equipment requirements for a horse/wagon trail ride it is important to plan ahead as much as possible for all eventualities taking into account the appropriate route information and forecast weather conditions.

The following are consistent with the equipment requirements stated by the ACA standards.

3.1 Helmets

- Properly fitted helmets that provide an adequate level of protection against physical trauma to the head must be worn by all mounted riders and must comply with helmet standards.
- Helmets that have had significant impacts (i.e. where the strength and integrity of the shell is likely to have been compromised) or have been otherwise structurally damaged must not be used.

There are inherent risks in horse activities. Head injuries caused by a fall are frequent. Consequences of a fall could be death or permanent disability and properly fitted helmets have been shown to significantly reduce this likelihood. 'Properly fitted' includes use of the chinstrap. Compliant helmets will have a 'certification' or 'compliance' mark on the helmet. Helmets normally have the date of manufacture marked on the helmet that will indicate how current their compliance is.

3.2 Footwear

- Appropriate footwear must be worn at all times when riding. Where stirrups are used this footwear must enable the uninhibited removal of the foot from the stirrup iron, especially in the event of a fall from a horse. The footwear must also hinder the foot sliding forward and through the stirrup iron, which may result in a rider's foot or leg being caught in the stirrup.
- Additions to stirrups that achieve the same purpose are an acceptable alternative.
- When handling horses (i.e. not riding) footwear must be worn that provides protection to the top of the foot in the event of a horse stepping on the foot.

- Boots are preferred. Open toed shoes, sandals and thongs provide minimal or no protection and may not be worn.

3.3 Clothing

- Minimum clothing requirements are full-length trousers and a sleeved shirt to offer protection from physical injuries or distress to the rider (e.g. sunburn, rubbing and grazes). Leaders are responsible for ensuring that all participants engaged in trail riding have adequate protection from increased risk of sun damage and the environment taking into account reasonably foreseeable weather conditions and the distance from shelter.
- Adequate protection should be assessed in relation to the duration of the ride. For example an overnight ride into high altitude areas will have different requirements to a one-hour ride in the same area.

3.4 Tack and Miscellaneous

- Saddles must be securely attached to the horse in a manner that keeps the saddle properly and securely in place. A saddle must be secured by at least two points of attachment (e.g. double-buckle girth, girth and surcingle) or by a double-wrapped latigo.
- For the purpose of minimizing discomfort and avoiding breakage or malfunction of equipment that may put riders at risk, all equipment (e.g. saddles, bridles) used with the horse must be matched to the activity being undertaken, in good repair and correctly fitted. ('Matched to the activity' means that stock saddles would not normally be used for jumping, racing saddles for trail rides, etc.)
- Items such as bags, cameras and loose jewelry that could become entangled in a manner that may cause an accident and must be carried in a way that will minimize the chance of this happening.
- A first aid kit appropriate to the activity must be carried at all times. The trip leader and assistant(s) should be quickly and easily identifiable. For example they should choose to wear clothing and/or helmets as distinguishing them from participants wherever possible.

3.5 Equipment condition, maintenance and storage

Adventure Activity Standards consider it essential that where appropriate a log of all equipment use and maintenance be kept current.

4 Environment and Conduct

Within the limits of your abilities, ensure that areas of scenic or recreational significance, special scientific or archaeological sites, and the natural environment are respected, and that the requirements of land managers are adhered to.

The following minimal impact code states:

1. Always be observant and avoid unduly disturbing unstable or erosion prone soils.
2. Avoid horses denuding vegetation especially during stays of more than one night. Check with land managers regarding the use of nightlines and ensure that portable yards are relocated each night.
3. Rather than risking damage to fragile creeks, streams and riverbanks, select firm, stony crossings. Use bridges wherever possible as this will help to ensure good water quality and limit erosion.
4. Carry and use canvas or collapsible buckets, and/or pump and hose, where possible to water and wash horses. Wash horses at least 50 meters away from watercourse.
5. Only allow your horse to eat weed free feed at least 48 hours prior to entering brush land areas. Weed free feed includes clean chaff, pellets and cracked, rolled or steamed grains. Never take meadow hay as it often contains seed.
6. Undertake some basic education in weed identification and possibly even assist land managers in quickly identifying and eliminating new outbreaks of problem species.
7. Dispose or disperse manure from overnight campsites.
8. Use tree protectors on nightlines to prevent trees from being damaged. Incorporate stops in line to prevent horses becoming entangled around trees.
9. Where possible make nightline length 15 meters or more to reduce concentrated impact.
10. Avoid yarding horses not already familiar with each other. This will avoid conflicts in establishing a new social order.
11. Always camp horses well clear of watercourses – at least 50 meters.
12. Remove all rubbish from campsites; don't bury it, as feral animals may dig it up. Where possible remove unsightly litter left by others. What you take in take out.
13. Always be friendly and civil to other land users. You should always take the initiative in avoiding any potentially dangerous situations involving your horse and the general public.

5 Definition of Terms

Organization - A person or group of persons organized for a particular purpose and assuming the role of providing a horse trail ride (Activity provider) being commercial (for profit) or noncommercial (not for profit / community group).

Participant – A person whose welfare is the responsibility of an assistant, leader or instructor.

Assistant – A competent person who assumes the responsibility for a group of participants on an adventure activity “Horse/Wagon Trail Riding” with the intention to offer the experience of the activity (rather than offering instruction) and to satisfy the objectives of the trip. (Commercial or not)

Leader – The individual who assumes the responsibility for the assistants and participants and co-ordinates the entire group to satisfy the objectives of the trip (commercial or not).

Urban - Urban trips are defined in AAS as any trip which is at no point any more than 2 hours from emergency medical attention.

Remote - Remote trips are defined in AAS as any trip which is at any point more than 2 hours from emergency medical attention.

Emergency Medical Attention – Definitive medical attention being that of a medically qualified person (paramedic, doctor). This may be getting definitive medical attention to the injured participant/s or by getting the injured participant/s to definitive medical attention.

Inspection Checklist
For Ammunition, Firearms, and
Edged Weapons

Reenactor Name _____

Safety Officer _____

Date _____

Revolver and Pistol

- Is the Revolver and Pistol in good operating condition? Does the safety work or first notch on a Single Action Revolver (Double Action Revolvers do not have a safety)? Does the cylinder rotate and align in the firing position? Is the barrel free of all obstructions?
- Is the Revolver and Pistol complete? No missing parts?
- Serial Numbers of hand guns inspected: _____

Rifle and Carbine

- Is the Rifle or Carbine in good operating condition? If single shot, does it have a working trapdoor? Does the safety work? Does the magazine operate? Is the barrel free of all obstructions?
- Is the Rifle or Carbine complete? No missing parts?
- Serial numbers of rifles/carbines inspected: _____

Shotgun

- Is the Shotgun in good operating condition? Does the safety work? Does the pump or the lock (in case of a double barrel) work? Is the barrel or barrels free from all obstructions?
- Is the shotgun complete? No missing parts?
- Serial numbers of shotguns inspected: _____

Blank Ammunition

- Does the blank ammunition have clean brass and primers?
- Is it a crimped cartridge? A paper wadding cartridge? A Styrofoam wadding? A cork wadding?
- Is there anything that would cause a projectile to be shot out of the barrel?
- Shotgun Ammunition, are they factory loads? Have cork wadding?

Holsters

- For handguns, does the holster fit the firearm?
- Does the holster have a lock down strap or flap?

Ammunition and Web Belts

- Is the belt complete? (leather or canvas)
- Is ammunition movie prop (dummy ammo) with either a fire primer or no primer and no powder, or an approved blank?

Edged Weapons

- Are all knives, sabers, swords in the proper scabbards?
- Are the edges and tips of display edge weapons blunt?

Checkmark = Okay and Passed Inspection. X = Did not pass inspection.

Inspection Checklist For Artillery Pieces

Unit name _____

Name of Commander _____

Type of Artillery _____

Number in crew _____

(All items checked as appropriate to artillery type)-

Tube

- Bore clean and relatively smooth
- Internal signs of damage (bulges, pits, lodgements, corrosion)
- Liner secure
- Vent clean and acceptable size

Carriage

- Wheels tight and free of rot/corrosion
- Wheels turn freely
- Body of carriage free of rot/corrosion
- Parts missing or damaged
- All ironwork/metalwork tight
- Elevating mechanism operating properly
- Tube rotates freely in trunnions
- Cap squares snug and properly keyed
- All wood sound and free from serious checks/cracks

Implements and Equipment

- Sponge in good condition and fitted to bore
- Sponge bucket filled and free from leaks
- Rammer head tight and sound
- Worm prongs sharp and not bent
- Gloves for No. 1 and No. 2
- Proper thumbstall
- Vent prick (non-ferrous metal only)
- Haversack free from loose powder
- Tube pouch
- Lanyard
- Gimlet
- Vent brush
- Pliers for sticking primer

Limber chest

- Clear of non-essential items
- Free of loose powder
- Rounds properly rolled and stored
- Friction primers properly stored
- Chest lockable and lock present

Crew

- () Loading and firing drill acceptable
- () Failed primer drill acceptable
- () Coats on No. 1 and No. 2

Inspection completed and this piece is () accepted () rejected for field service

Battery Commander _____

Chief of Section _____

Chief of Piece _____

Safety Officer _____

Date _____

Release of Liability

I, _____, as an event participant understand and agree with the following statements.

1. Reenacting and Living History is by its very nature a potentially hazardous hobby that I voluntarily engage in at my own volition.
2. Reenacting requires that I cross rough terrain in all types of weather and may result in injury or death if safety rules are not followed.
3. I will be using, or will be in close proximity to, firearms, destructive devices, explosives and/or period equine drawn vehicles and equipment that are potentially lethal and may result in permanent hearing impairment to me if I do not follow the safety rules.
4. Pre-existing health problems that may adversely affect me during public events are my sole responsibility.
5. Unsafe or negligent actions on my part that result in injury or death to another participant are my sole responsibility.
6. I will follow the rules of the Texas Historical Commission at all times.
7. I will police the area that I am using and pick up all litter and equipment before leaving.
8. I have read the Safety Rules and agree to abide by those regulations.

I agree to hold the Texas Historical Commission, its staff and officers, and the State of Texas free of any liability arising from injury and/or death to myself, or damage to my personal property or vehicles.

Signature: _____ Date: _____
(or Guardian/Parent)

Mailing address: _____

MINOR CHILDREN: I agree to hold the Texas Historical Commission free of any liability arising from injury and/or death, or damage to personal property or vehicles for the following minor children listed. Minor children are subject to the same rules and regulations as reenactors and living historians of legal age.

Signature: _____
Parent or Guardian