

Northwestern University Virginia Wadsworth Wirtz Center for the Performing Arts

Fly System Operation

Rigging and running scenery for the stage can be a dangerous task if not trained in the safe operation of the fly system. This document serves as a reminder of proper fly system operation, but is not a substitute for training by a supervisor.

- 1. You must be trained as an Authorized User of our fall protection equipment in order to operate the fly system.
- 2. Only Authorized Trainers may train a new user on the use of fall protection equipment.
- 3. Do not operate the fly system without a spotter present and a Competent Person on site/on call.
- 4. Wear appropriate protective equipment when operating the fly system and working at the loading gallery (fall protection equipment, gloves, hard hats for those on deck, etc.).
- 5. Maintain a quiet environment while operating the fly system. Never allow music or noise levels to block operating instructions or warning calls.
- 6. Do not leave a line set while it is unlocked.
- 7. Except during performances, call out when moving a line set in or out.
- 8. Do not move a line set without warning those working on the grid.
- 9. The operating rail should be labeled with what is on each line set and which line sets are/are not able to move.
- 10. Test all running lines before each show.
- 11. In a performance situation, only move lines on cue from stage management. Moving a line before a cue could cause severe injury or damage property on stage.
- 12. If you are unsure of any aspect of the fly system, ask your supervisor.

Weight Changing Guidelines

The attachment of scenery to a batten shall be done under the supervision of an authorized member of the staff. This document serves as a reminder of proper weight change procedures, but is not a substitute for training by a site supervisor.

- 1. Only staff members may change weight.
- 2. When changing weight at a loading gallery above the stage floor, the following measures must be taken before any weight is moved:
 - a. The floor under the gallery must be cleared of personnel from the back wall to the proscenium
 - b. The yellow extendable caution tape must be stretched from back wall to proscenium
 - c. The "Changing Weight" signs on the upstage left door and the door to the spiral staircase must be deployed
- 3. Operator: Call out when moving a batten, and check for confirmations from those on the deck and in the grid.
- 4. Person Loading Weight: Call out when starting and finishing loading, and check for confirmations from the operator.
- 5. If loading a batten at stage level, always load the batten first and arbor second.
- 6. If unloading a batten at stage level, always unload the arbor first and batten second.
- 7. Test the line set to make sure the load is properly balanced.
- 8. If a line set begins to run away and is too heavy to stop safely, warn all present by loudly calling out "RUNAWAY" and take cover