



## MINIMUM REQUIREMENTS FOR OPEN FIRES – ART DEPT.

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The following procedures must be complied with by all persons from the Art Dept. desiring to have an open fire on the Towson University campus:

1. Fires on balconies or stairwells are prohibited. Emergency exits will not be obstructed. Fires will be contained in the kiln or other structure.
2. The base of the fire will not exceed five (5) feet in diameter (except in the provided brick kiln).
3. The fire must be supervised by two (2) persons who remain present at all times while the fire is burning. These individuals will be alert and oriented at all times and will not be under the influence of alcohol or other controlled substances. If either of these situations occur, the Fire Permit is revoked and the fire will be extinguished immediately.
4. Only charcoal starter fluid will be used to ignite charcoal or other items used in the event. Kerosene, gasoline, etc. are prohibited. Starter fluid will never be added to a burning fire.
5. Propane cylinders are prohibited from storage in University vehicles or buildings without prior approval from EHS.
6. Prior to leaving the area of the fire, a thorough inspection will be made to ensure the fire and other smoldering materials are completely extinguished.
7. If local environmental conditions or circumstances change, the fire may be required to be extinguished earlier than scheduled upon the order of representatives of the Maryland State Fire Marshal's Office, the Baltimore County Fire Department, the TU Police Department or the TU Department of Environmental Health & Safety.
8. The supervising persons and/or their department assume total responsibility for all damages to University property or the environment arising from inappropriate fuels (i.e. other than wood, paper or charcoal) or smoky fires. University property (i.e. trees and/or shrubs, benches, etc.) will not be used as fuel for fires without prior written approval from Paul Thomas, Grounds Department of Facilities Management.
9. The supervising persons are responsible for cleaning and removing all event related trash, debris and ashes from the event immediately upon termination of the event.
10. A copy of this Fire Permit must be immediately available for inspection at all times during the event.
11. The supervising persons are responsible for arranging the loan of portable fire extinguishers from Environmental Health & Safety, at (410) 296-7593.