

UNCSA Campus Open Flame/Burn Instructions

Application must be made in writing 10 days prior to the open flame or burn activity

Anyone who intends to use an open flame or pyrotechnics at any campus performance venue or on the University grounds will need to submit a completed and signed Open Flame/Burn Permission form to the Environmental Health and Safety Department for approval PRIOR to the performance. Approval is in accordance with the requirements of Winston-Salem Fire Department, NFPA Life Safety Regulations and is required by the North Carolina Department of Insurance before the ignition of any open flame on state owned property.

Campus Police reserves the right to order the extinguishment of any open flames that creates or adds to a hazardous, unsafe or objectionable situation at any time.

The following activities are require to have an Open Flame/Burn Permit:

- Any indoor or outdoor performance activities or Art Work involving open flames and or candles
- BBQ activities, including gas or charcoal, campfire, bonfires, vigils
- Providing heat for outdoor workers
- Recognized range or wildlife management practices or to control disease or pests

Location requirements:

- The location for any open flames shall not be less than 50 feet from any structure, and provisions shall be made to prevent the fire from spreading to within 50 feet of any structure.
- Fires in approved containers shall be permitted, provided that such fires are not less than 15 feet from any structure.

Fire Safety Guidelines:

- Indoor flames produce air contaminants that can be sensed by the smoke detectors which may activate the building fire alarm system and dispatch the local fire department. UNCSA Campus Police MUST be notified by someone in charge of the production 15-30 minutes PRIOR the start of any production involving open flame.
- Use extreme caution to prevent the ignition of any nearby trees, foliage, grass, vehicles or equipment, or any other object adjacent, above, or below the area of the fire.
- Bonfires shall be limited to 5 feet by 5 feet by 5 feet in dimension and shall not burn longer than 3 hours. Fuel for a bonfire shall consist only of seasoned dry firewood and shall be ignited with a small quantity of paper. Do not use flammable or combustible liquids or gases, reactive chemicals, rubber, plastics, or other unapproved methods of ignition.

Attendance:

Any open flames shall be constantly attended until the fire is extinguished.

Fire suppression:

One of the following, or the equivalent, shall be immediately available and ready for use in the area of the fire:

- At least one portable fire extinguisher, 10lb ABC multi-purpose dry chemical or
- Two portable fire extinguishers, 5lb. ABC dry chemical or
- 2 1/2 gal. pressurized water extinguisher or
- Other approved fire extinguishing equipment, such as dirt, sand, water barrel, garden hose.

Campus Open Flame / Burn Notice Form

In an emergency, call UNCSA Campus Police: 336-770-3321

Application must be submitted 10 days prior to the open flame or burn activity. Campus Police must be notified 15 minutes PRIOR to the start of any production or activity involving open flame by calling 336-770-3321.

Date of Application: _____ Department: _____

Name of Performance/Activity: _____

Performance Venue or campus location: _____

Person(s) in charge of production or activity: _____

Email(s) and Phone(s) for Person(s) in charge of production/activity:

Quantity, Size, Type and Burn Duration: (Example: 3 small wax candles burning for ten minutes or charcoal grill)

Date(s) and Time(s) of Performance(s) or Activities:

Time of flame burn during the performances/activities (beginning, middle, end or throughout):

Fire Suppression Available: examples: Water or sand buckets, Fire Extinguisher, garden hose

Person(s) assigned to Fire Watch and/or knowledgeable in extinguishing excipient fires during burn time:

Department Dean or Designee Signature:

Date: _____

EHS Director or Facilities Management Designee Signature:

Date: _____