

## Use of Fire Pits on Campus

Environmental & Occupational Safety (E&OS) is charged with maintaining fire safety on our campus. Open fires in contained fire pits are allowed under the following circumstances. Open fires not using a fire pit or other containment are not permitted.

1. Contact E&OS to relay plans for activity using fire by calling 229-293-6171 or emailing [env\\_occ@valdosta.edu](mailto:env_occ@valdosta.edu).
2. E&OS will schedule a visit to the site to evaluate any safety concerns and to discuss requirements with the personnel in charge of the event.
3. E&OS will provide an email approval to the event organizer with a summary of the event date, time, and fire pit location and a copy of these requirements and will copy University Police personnel.
4. One hour prior to the start of the event, the event organizer must contact University Police at 229-333-7816 to remind them of the event.
5. After the event is over and the fire is safely extinguished, the event organizer must contact University Police to let them know the event is over.
6. A University Police officer will visit the site to ensure that the fire is out and conditions are safe.
7. Site requirements:
  - a. The fire pit must be placed away from buildings (minimum 25 feet), vegetation, and overhanging tree limbs. E&OS will assist with site decision.
  - b. A fire extinguisher is required on-site for each fire pit that will be in use.
  - c. Water must be present to extinguish the fire at the end of the event (the fire extinguisher is for emergency purposes).
  - d. Two responsible staff members must be present who have been through fire extinguisher training and whose only duty is to monitor the fire pits.
  - e. Names of and contact information for the event organizer and the responsible staff members must be provided to E&O S. This information will be included in the approval also sent to University Police.
  - f. After the fire is extinguished, the fire pit must not be placed near the building or under any sort of enclosure until it is fully cooled.

Please contact Environmental & Occupational Safety if you have any questions or need additional information.

### **Environmental & Occupational Safety**

*Division of Finance & Administration*

**Location** 1504 N. Oak St. • **Address** 1500 N. Patterson St. • Valdosta, GA 31698-0242  
**Phone** 229.293.6171 • **Fax** 229.293.6172 • **Web** [www.valdosta.edu/finadmin/safety/](http://www.valdosta.edu/finadmin/safety/)

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