24.01.99.L1.03 Restriction on Candles

First Approved: April 15, 2013  
Last Revised:  
Next Scheduled Review: April 15, 2016

Standard Administrative Procedure Statement

Candles, incense burners, oil lamps and similar items that have open flames or smolder represent an unnecessary risk to people and facilities at Texas A&M International University (TAMIU). Therefore, the following restrictions on candles shall be enforced in all buildings on Texas A&M International University property.

Procedures and Responsibilities

1. RESTRICTIONS

1.1. Candles, incense burners, oil lamps or other personal items that have open flames or that smolder are prohibited in work areas (individual or group), conference rooms, restrooms, etc. in all campus buildings. This restriction applies to such items regardless of whether the item has been lit.

1.2. This SAP does not apply to candles, flame effects, or pyrotechnics used for banquets, ceremonies, science demonstrations, theatrical productions, indoor fireworks or other entertainment. Such uses are addressed in SAP 24.01.99.L1.04: Use of Pyrotechnics or Flame Effects. This procedure does not apply to such devices used in the course and scope of University or Agency sponsored research or activities necessary to conduct business operations.

1.3. Students living in residence halls and University-owned apartments are governed by similar but separate rules as set forth by the Office of Housing and Residence Life.

1.4. Exceptions may be requested, in writing, through the Office of Environmental Health and Safety.

2. IMPLEMENTATION PROCEDURES

2.1. It is the responsibility of all faculty, staff and students to adhere to this procedure.

2.2. Department heads are responsible for ensuring that these rules are communicated to all departmental personnel, and that prohibited items, when identified, are removed from the workplace.
2.3. Environmental Health and Safety personnel will report prohibited items found in the workplace as deficiencies that require departmental corrective action.

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<thead>
<tr>
<th>Related Statutes, Policies, Regulations, Rules or Requirements</th>
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<tbody>
<tr>
<td>Supplements <a href="#">System Policy 24.01</a>, <a href="#">System Regulation 24.01.01</a> and <a href="#">University SAP 24.01.99.L1.04</a></td>
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<th>Contact Office</th>
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<td>For further information or clarification, contact the Office of Environmental Health and Safety at (956)326-2756.</td>
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