

# 24.01.01.D1.08      **Restrictions on Candles and Similar Items**



Approved: January 15, 2014  
Revised: July 16, 2018  
September 19, 2022  
Next Scheduled Review: September 19, 2027

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## **Procedure Summary**

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Texas A&M University–Central Texas (A&M Central Texas) is committed to maintaining a safe environment for all, and fire prevention is a critical component of that commitment. Candles, incense burners, oil lamps, and similar items having open flames represent an unnecessary and unacceptable risk to the safety of the people and facilities of the university.

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## **Procedure**

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### 1. GENERAL

1.1 This procedure shall be enforced in all facilities owned by A&M Central Texas as well as in areas within leased facilities occupied by A&M Central Texas personnel.

### 2. RESTRICTIONS

2.1 Candles, incense burners, oil lamps, or other personal items that have open flames are prohibited in all campus buildings.

2.1.1 Items having an open flame are permissible in classrooms or labs where the nature of the instruction demands the use of open flame devices.

2.2 This restriction does not apply to those items and uses addressed by other SAPs (e.g. SAP 24.01.01.D1.02, Use of Pyrotechnics or Flame Effects) nor to such devices approved for use in the course and within the scope of University sponsored research or activities necessary for continued business operations.

2.3 Exemptions may be requested, in writing, from the Office of Facilities, Safety, and Support Services.

### 3. RESPONSIBILITIES

3.1 All faculty, staff, and students are responsible for adherence to this procedure.

- 3.2 Supervisors are responsible for communicating this procedure to all departmental personnel, for enforcing this policy, and ensuring that prohibited items, when identified, are removed from the workplace.
- 3.3 Safety and Risk Management is responsible for interpreting and clarifying this procedure and reporting prohibited items found in the workplace as deficiencies that require departmental corrective action.

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## **Related Statutes, Policies, or Requirements**

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[System Policy 24.01 Risk Management](#)

[System Regulation 24.01.01 Supplemental Risk Management Standards](#)

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## **Contact Office**

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Facilities, Safety, & Support Services  
(254) 519-5771