WPI Guidelines for Grills on Campus

BEFORE GRILLING

- The event host must reserve an outdoor grilling space through the 25Live Events Reservation System or Events Office at least 10 days in advance of the event.
- Identify an inclement weather plan/location at time of request.
- The Events Office has final approval over the grilling event and location, based upon available and appropriate campus space.
- Please contact Chartwells (https://wpi.catertrax.com/ or by phone at 508-831-5700) for more specific information regarding the External Service Provider Request Form or catered meal options.

DURING GRILLING

- No grilling allowed under any flammable/ignitable structures, including tents/overhangs; trees; etc. Ideal locations are open green spaces away from traffic.
- Use caution, good hygiene and common sense.
- Someone must be present the entire time the propane is in use.
- Grilling must occur at least 30’ from an occupied building.

Propane Grills

- WPI will allow up to 2 grills per location, provided they:
  - Are at least 20 feet apart, and
  - Have a maximum of 42 lbs. of propane between them.
- A permit from the Worcester Fire Marshall is required if using more than 42 lbs. of propane (basically, anything more than two, standard-sized propane tanks).

Charcoal Grills

- If charcoal is used, an appropriate container specific to charcoal is required.
- Charcoal takes approximately 45-60 minutes to heat up for cooking; plan appropriately.

AFTER GRILLING

- Hot coals to be disposed of properly.
  - Coals must be disposed of properly when the ash has cooled completely. After cooling, the charcoal residue should be wrapped in aluminum foil and placed in a noncombustible outdoor trash bin. Pouring water over the hot charcoal and fully stirring it will expedite the cooling process.
  - To avoid fires, extinguishing the charcoal with water and keeping an eye on the trash bin for 30 minutes while final clean-up is occurring is highly recommended.
- Clients are responsible for the total cleanup of their barbecue, unless prior custodial arrangements have been made.

WPI follows the Massachusetts Comprehensive Fire Safety Code and the requirements of the Worcester Fire Marshall regarding the use grills on campus.