

## Rules, regulations, and policies regarding grilling on Campus:

- All events that include grilling and/or barbecues on any WPI space must first be requested, reserved and approved through the Events Office
- Having Chartwells cater your barbecue is ***strongly suggested***
  - o No external food and/or beverages are allowed to be brought to campus.
  - o All food and beverages are to be provided/served by WPI's exclusive provider – Chartwells Foodservice.
  - o Any requests to have an authorized external food/beverage vendor other than Chartwells must be approved by Chartwells.
  - o Any requests to provide your own food for grilling/barbecues must be approved by Chartwells and a signed Transfer of Liability form must be completed
- An inclement weather plan must be identified at the time of the original request
- All resources and details to be confirmed ten days in advance with the Events Office
- Supporting diagrams to be made wherever necessary
- When grilling anything, use caution, good hygiene and common sense
- Propane rules
  - o If using more than 42 lbs. of propane (basically, anything more than two, standard-sized propane tanks), a permit must be secured from the Worcester Fire Department
  - o Someone must be present the entire time the propane is in use
- Charcoal rules
  - o Charcoal to be used in a vessel specific to grilling
  - o Remember: charcoal takes approximately 45-60 minutes to heat up to allow for cooking
  - o Hot coals to be disposed of properly
    - If possible, wait 36-48 hours until the wood briquettes are cool enough to be shoveled into an aluminum container (or galvanized barrel) OR when the ash has cooled completely, wrap it in aluminum foil and place it in a noncombustible outdoor campus trash bin
    - You can speed up this process by pouring water over the hot **charcoal** and stirring it very carefully, until cool, then follow the same steps as above for final disposal
- Use proper utensils (long-handled spatula tongs are strongly suggested)
- Catering does not provide grilling utensils. Paper goods must be requested through Chartwells or purchased on your own.
- ***No grilling allowed under any flammable/ignitable structures***, including tents/overhangs; trees; garages; etc.
- Clients are responsible for the total cleanup of their barbecue, unless ***prior*** custodial arrangements have been made.

