

Texas A&M Veterinary Medical Diagnostic Lab Procedures

24.01.01.V0.12 | Restrictions On Candles

Approved: October 28, 2011

Revised: July 19, 2016

Next Scheduled Review: July 19, 2021



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 Veterinary Medical Diagnostic Laboratory (TVMDL) facilities. Therefore, the following restrictions on candles shall be enforced in all buildings owned or leased by TVMDL.

REASON FOR PROCEDURE

This procedure established restrictions on candles and similar open flame devices by employees in TVMDL facilities.

PROCEDURES AND RESPONSIBILITIES

1.0 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 buildings. This restriction applies to such items regardless of whether the item has been lit.
- 1.2 This procedure does not apply to candles, flame effects, or pyrotechnics used for banquets, ceremonies, science demonstrations, indoor fireworks, or other entertainment. This procedure does not apply to such devices used in the course and scope of TVMDL sponsored research or activities necessary to conduct business operations.
- 1.3 Exceptions may be requested, in writing, through the TVMDL Laboratory Safety Officer.

2.0 PROCEDURES AND RESPONSIBILITIES

- 2.1 It is the responsibility of all employees to observe the provisions of this procedure.
- 2.2 Section heads are responsible for ensuring that these rules are communicated to all personnel, and that prohibited items—when identified—are removed from the workplace.
- 2.3 Environmental Health and Safety Department personnel will report prohibited items when found in the workplace as deficiencies that require departmental corrective action.

RELATED STATUTES, POLICIES, OR REQUIREMENTS

[System Policy 24.01](#), *Risk Management*

[System Regulation 24.01.01](#), *Supplemental Risk Management Standards*, and its associated standards

CONTACT OFFICE

Questions regarding this procedure should be referred to the Office of the Director at 979-845-2679.