

# Fire Safety and Smudging



**Event organizers are required to know the location of:**

- fire extinguishers
- the nearest fire alarm pull stations
- emergency exits and alternate exit routes
- nearby combustible materials

**Fire safety requirements:**

- do not leave burning material unattended
- extinguish the burning plant material after the conclusion of the smudging ceremony
- keep any embers in a heat proof container until cold to the touch before discarding
- Procedures in the event of a Fire - [https://uwaterloo.ca/safety-office/sites/ca.safety-office/files/uploads/files/c008320\\_fire-evacuation-poster-july\\_2019\\_-\\_copy.pdf](https://uwaterloo.ca/safety-office/sites/ca.safety-office/files/uploads/files/c008320_fire-evacuation-poster-july_2019_-_copy.pdf)

If an outdoor ceremony will have a ceremonial fire, a permit is required from Waterloo Fire Rescue. Please contact the Safety Office ([safety@uwaterloo.ca](mailto:safety@uwaterloo.ca)) to arrange for a permit. During outdoor ceremonies, please observe all required fire safety practices described in the permit.

**Responsibility of Parties involved in smudging:**

Failure to comply with this guideline and outdoor permit requirements may result in the activation of the fire alarm system with subsequent evacuation of the building as well as other possible health and safety risks to the University Community. The University reserves the right to pass on to anyone who is in violation of the policy some or all of the costs arising from that violation (e.g., Fire Department response and associated costs). Repeated failure to comply with this Policy may result in corrective action.

