

PROCEDURE AND GUIDELINES FOR USE OF PHOENIX PARK FIRE PIT

The Phoenix Park Fire Pit is available on a first come, first serve basis. It is the responsibility of any user to ensure that all parties in attendance comply with the rules and guidelines for operation of the fire pit. The University of Wisconsin-Green Bay does not make any provisions for the use of the fire pit, each user is expected to provide all equipment needed to safely conduct the activity.

Rules for Using the Fire Pit:

- Prior to the use of the fire pit, the User must obtain a Fire Permit from the Office of Public Safety; <http://www.uwgb.edu/publicsafety/documents/FirePermit.pdf>
 - Failure to obtain such permit prior to operation will result in termination of activity and potential disciplinary sanction
- Fires must be in a designated metal fire ring.
- Fires must be extinguished by 12:00 a.m. (*please note that this implies that no additional fuel should be added after 11:15 p.m.*)
- ALL recreational fires shall be constantly attended until the fire is completely extinguished.
- The User must supply all firewood which has been purchased or produced from a location not further than 10 miles from the UWGB Campus.
- Untreated wood is the only acceptable fuel. The use of charcoal or other material as fuel is NOT allowed.
- The use of lighter fluid, gasoline, alcohol or kerosene to light, relight or accelerate the fire is strictly prohibited. Fires should be started only with newspaper and kindling.
- Burning when weather conditions or local circumstances make fires hazardous is prohibited.
- The use of sound amplifying equipment is not allowed. Music may be played at a reasonable volume so as not to disturb others. The general noise level at the fire pit should be controlled.
- Consumption of alcohol at any time during by any individual is prohibited. Food may be consumed so long as all trash is removed from the fire pit area at the conclusion of the fire.
- At the conclusion of the fire, all embers should be doused with water (*not a fire extinguisher*)
- At all times the user must have a working fire extinguisher available. This device is for USE IN EMERGENCIES ONLY and should not be used to douse the fire at the end of the night. The fire extinguisher should be within 10 feet of the fire pit at all times during the fire. **Removal of fire extinguishers from campus property for this purpose is strictly prohibited.**
- The user must have water bucket, not less than 5 gallons in size, which must be filled prior to starting the fire and used at the conclusion of the use to douse the embers. It is the responsibility of the user to fill the buck and keep it within 10 feet of the fire pit at all times during the use.

Failure to abide by any of these rules will result in an immediate termination of the activity and potential sanctions against the offending party.

General Safety:

- Exercise the same precautions you would with an open fire.
- **Do not allow children to use the fire pit.** Keep children supervised at all times during the fire.
- Do not wear flammable or loose-fitting clothing such as nylon.
- Keep the fire to a manageable size, do not overload the pit.
- Before you light the fire, check the wind direction. Make sure you remain attentive to the wind speed and direction to ensure that sparks do not injure attendees or cause property damage.