



# MURRAY STATE UNIVERSITY

## Facilities Management Environmental Safety and Health

615 Gilbert Graves Drive  
Murray, KY 42071-3354  
270-809-3480

### Open Flame Permit

Date Requested \_\_\_\_\_ Number of Attendees \_\_\_\_\_

Event Date \_\_\_\_\_ Start Time \_\_\_\_\_ End Time \_\_\_\_\_

Responsible Person \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Event Name \_\_\_\_\_ Sponsoring Dept/Org. \_\_\_\_\_

Location \_\_\_\_\_

Type of Flame: ☐ Propane Grill ☐ Charcoal Grill

☐ Other Flame (describe) \_\_\_\_\_

The Office of Environmental Safety & Health strongly recommends against the use of open flames on Murray State University property. In an effort to reduce the associated risks of open flames, to maximize life safety and to prepare for emergency response, written approval from the Office of Environmental Safety & Health must be obtained. This form must be returned to Environmental Safety & Health.

The Responsible Person on this request is identified as;

1. Being responsible for the source of the open flame.
2. Ensures the open flame is attended at all times.
3. Knows the location of fire extinguishers and is proficient in their use.
4. Knows who to contact in case of emergency and how.

The Responsible Person listed on this form must assure compliance with and have adequate knowledge in all areas noted on this form. A COPY OF OPEN FLAME APPROVAL MUST BE ON SITE AND PRODUCED UPON REQUEST.

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### Open Flame Permit TO BE COMPLETED BY Environmental Safety & Health

Use of Combustible Materials (proximity to open flames) \_\_\_\_\_

Fire Extinguisher Types and Locations \_\_\_\_\_

Knowledge of Extinguisher Use \_\_\_\_\_

Knowledge of Who to Contact in Case of Emergency \_\_\_\_\_

Knowledge of Evacuation Procedures \_\_\_\_\_

Additional Comments \_\_\_\_\_

#### ESH Murray State University Fire Marshal Approval:

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_