

# UW Tacoma Barbecue Policy / Procedure

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For an individual or group to use a Barbecue at the UW Tacoma Campus, a responsible University Employee needs to be identified, aware, and acknowledge their responsibility when a barbecue is used for an event on campus. To acknowledge this fact and to help assure compliance with this UW Tacoma Policy on the use of Barbecues, the person's name and contact information must be provided to Campus Safety and Security at the time of the event.

## **Event Approval**

- When student or Departments plan to have events on campus, a request must be placed using the Use of University Facilities UUF form.
- Details include.... organization's name, number of attendees, food to be served, location of event and length of event.
- The University reserves the right to make site visits, obtain more specific information and provide further recommendations based on the circumstances of each individual event.

## **Barbecue and Propane Control**

- We only allow propane bbq for use on campus.
- Barbecues must be rented. We recommend using Cort Party Rentals or American Party Place.
- Propane Cylinders must be obtained from the Rental Company
- Installation and removal of propane cylinders on Barbeques is the responsibility of the Rental Company
- Propane tanks are not to be stored in buildings.
- BBQs must be placed on a tarp to ensure that grease spills are caught and not left behind.

## **When Using a Barbecue**

- If there is an odor of gas, shut off the valve at the tank.
- Keep the cylinder out of direct sunlight: the added heat increases the pressure inside the cylinder.
- Always leave the cylinder in an upright position: propane tanks contain both liquid and gas, laying the cylinder down can cause a serious liquid leak.

## **When Done Using a Barbecue**

- If your event ends after 5 pm and your barbecue cannot be retrieved by the Rental Company then you must call Security and have them secure the barbecue overnight. Security will secure the barbecue for pick-up the next morning.

## **Site Safety**

- Barricade or block-off the grill when used at events that have a physical component nearby (i.e. Capture the Flag, Football, etc.).

## **Fire Safety**

All Barbecues must be located at least 25 feet from any structure. NO barbecues can be located on porches, balconies or roof decks. Barbecues must be located so that cooking smoke does not enter air intakes for buildings. Also, an ABC type of fire extinguisher must be readily available and located within the immediate area of the cooking equipment. [Fire extinguishers can be checked out from Facilities Services Front Desk on the day of your event during regular business hours. Please also note in your UUF that you will be planning to check one out.] It is recommended that all cooking occur on a noncombustible concrete surface or a very green and plush lawn area.

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## Propane Fueled Barbecues

- Make sure the connecting hose is not crimped: check all connections, hoses, regulators and grill connections for leaks
- If you smell gas, shut off the valve at the tank
- Keep the cylinder out of direct sunlight: the added heat increases the pressure inside the cylinder
- Always leave the cylinder in an upright position: propane tanks contain both liquid and gas, laying the cylinder down can cause a serious liquid leak
- Never store propane cylinders inside a building, basement or garage: a minor leak in the cylinder can cause a major explosion.

## No Open Fires are Allowed

## **Food Safety**

### Foodborne illnesses and barbecues.

According to the Centers for Disease Control (CDC), the number of foodborne illnesses consistently peak during the summers. This is for a couple of reasons. First, the weather is much warmer and bacteria grow best in warm temperatures. Second, safety precautions such as refrigeration, and hand wash sinks which are found in most kitchens are not readily available for outdoor cooking. These facts, however, should not interfere with your summer cookout. Here is what you should do each time you barbecue to minimize the chance of a foodborne illness.

### BBQ Preparation

- Keep meat chilled by placing meat in a refrigerator/freezer.
- Immediately after purchasing, place wrapped meat into a separate plastic bag or container to avoid contamination of other foods.
- Keep and transport perishables below 41° F.
- Thaw meat before cooking. Allow meat to completely thaw in the refrigerator before placing on the grill. Do NOT thaw at room temperature!
- Wash hands with warm, soapy water and don gloves for food handling. Note: wearing gloves is NOT a substitute for hand washing.
- Keep an alcohol based sanitizer in your cooking area.
- Avoid cross contamination by keeping meat and other foods separate. Have two insulated coolers one for raw meat, and one for other foods. Do not contaminate other foods which will not be cooked, like lettuce, cheese, etc.
- Be cautious with marinades, they do not kill bacteria, do not keep marinated meats at room temperature, and NEVER reuse marinade on cooked foods.

### After Cooking

- Keep the meat hot (above 140° F) until served.
- Keep it cool. Avoid overgrowth of bacteria by storing food in a refrigerator/cooler within two hours of serving.
- Refrigerate leftovers immediately in shallow containers.
- Food left out more than two hours should be considered contaminated as a result of heat exposure.
- When in doubt, throw it out!

## **Questions / Resources**

- To rent a bbq please contact:
  - Cort Party Rental at 253-922-9898 or <https://www.cortpartyrental.com/>

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- American Party Place at 253-473-3300 or <http://www.americanpartyplace.com/>
- For food or fire safety questions, contact UW Tacoma Environmental Health & Safety.
- Use of University Facilities UUF Form <http://www.tacoma.uw.edu/uuf>

## **Additional Information**

### From the National Fire Protection Association

- **Public Service Announcement: ESPN Sports Center anchor Hannah Storm urges others to learn from her recent accident and grill safely**  
[http://www.nfpa.org/categoryList.asp?categoryID=298&URL=Safety%20Information/For%20consumers/Seasonal%20safety/Grilling&cookie\\_test=1](http://www.nfpa.org/categoryList.asp?categoryID=298&URL=Safety%20Information/For%20consumers/Seasonal%20safety/Grilling&cookie_test=1)
- **Gas Grill Safety Tips Before You Start Grilling**  
[Gas grill safety tips before you start grilling](#)
- **Grilling Safety Tips**  
[http://www.nfpa.org/assets/files//PDF/Public%20Education/Grilling\\_Safety\\_tips.pdf](http://www.nfpa.org/assets/files//PDF/Public%20Education/Grilling_Safety_tips.pdf)

### From the Washington State Department of Health

- **Barbecue and Picnic Food Safety**  
<http://www.doh.wa.gov/YouandYourFamily/FoodSafety/BarbecuesandPicnics.aspx>