

GUIDELINE 10. RELIGIOUS CANDLE-LIGHTING CEREMONIES IN RESIDENTIAL HALLS

1.0 PURPOSE

- 1.1** The use of candles is strictly prohibited in all residential facilities per the Philadelphia Fire Code and University Policy. Religious candle-lighting will be permitted in specific, safe and supportive environments for students to celebrate the religious holiday.

2.0 RESPONSIBILITY

2.1 CHAS/Housing Services and College Houses

- 2.1.1** RA/GA/SA-on-duty will check every hour to guarantee that candle-lighting guidelines are being followed.

3.0 PROCEDURES

3.1 CANDLE LIGHTING LOCATIONS

- 3.1.1** Candles are prohibited in residences.
3.1.2 In the Quadrangle, candle lighting is only permitted in the Information Center at the 37th Street Entrance. It is prohibited to light candles in McClelland, Riepe or Fisher Hassenfeld.
3.1.3 Candle-lighting in Rodin, Harnwell, Harrison, Kings Court/English House, Du Bois and Hill House is only permitted in the main lobby near the Information Center.
3.1.4 Stouffer and Gregory will use Mayer and Van Pelt near the Information Center.

3.2 USE OF CANDLES

- 3.2.1** Small religious approved candles are required.
3.2.2 It is prohibited to light candles in personal rooms.
3.2.3. A three (3) hour lighting time is suggested and will be agreed upon by the House Dean and students.
3.2.4. Student leaders or designees will check on the tables frequently.

Beginning of Candle-Lighting Ceremony

- Tables need to be covered in heavy-duty aluminum foil.
- Menorahs should be taped securely to the table.
- Menorahs should be spaced out to minimize fire risk.
- Ensure there are no flammable materials located in close proximity to the table – e.g., curtains, upholstered furniture, paper, etc.

End of Candle-Lighting Ceremony

- Remove candles and matches so no one else lights the candles after the designated lighting period.
- Clean the area so there is no wax, food or garbage built up.

4.0 GENERAL REFERENCES

4.1 University of Pennsylvania, Residential Handbook

5.0 CONTACT INFORMATION

- 5.1** Non – emergency contact phone number at Fire and Emergency Services for questions concerning this Safety Guideline is (215) 573-7857.