

## GUIDELINE 2. STERNOS

### 1.0 PURPOSE

- 1.1 This guideline establishes safe operating procedures for the use of Solid Alcohol Fuel (Sterno) on University premises. This guideline is intended to provide precautions to take to prevent the ignition of combustible material which might result from misuse of Sterno; and to ensure the safety of all occupants. This guideline is for all University personnel as well as all outside contractors and visitors who handle or use Sterno on University Property.

### 2.0 RESPONSIBILITY

- 2.1 For each event where Sterno fuel is used, the event coordinator, or his or her representative, must be identified as the person who is responsible for implementing this guideline and any other applicable codes, standards, and University policies for the safe use of open flame in buildings.
- 2.2 The event coordinator/representative must provide outside vendors with a copy of this guideline.
- 2.3 The event coordinator/representative must identify a trained attendee with access to a type ABC portable fire extinguisher.

### 3.0 PROCEDURES

#### 3.1 STERNO USE

- 3.1.1 Use caution when handling open flame products.
- 3.1.2 Use a blunt object, such as a spoon, to pry off the lid.
- 3.1.3 Cup hand over lid when opening the can.
- 3.1.4 Remove excess gel from lid if it is being used as a regulator.
- 3.1.5 Wash fuel residue from hands.
- 3.1.6 Place the can underneath the chafing dish or beverage urn before lighting. Chafing dishes and beverage urns, using Sterno, must be placed on a non-combustible surface. A non-combustible mat, ceramic or metal tray extending at least eight inches beyond the Sterno container in each direction can be used.
- 3.1.7 Ensure the cans are placed securely in the equipment. Secondary containers, e.g. fuel holders with cover, are mandatory.
- 3.1.8 Use a long-handled match or butane lighter to light the can.
- 3.1.9 Sterno fuel use must be always attended to by either caterer or by designated University personnel.
- 3.2.10 Use a snuffer paddle, regulator, or saucer to extinguish the flame.

- 3.2.11 Wait until the can is cool before touching.
- 3.2.12 Do NOT use a sharp knife to pry off lid.
- 3.2.13 Do NOT use a lit can to light another can.
- 3.2.14 Do NOT carry lit cans or chafing dishes or beverage urns with lit cans.
- 3.2.15 Do NOT touch or dispose of cans while still hot, use hands to extinguish flames or blow flame out.
- 3.2.16 Do NOT allow loose clothing, hair, napkins, tablecloths, or other combustible materials near flame. Combustible materials such as plates, napkins, plastic utensils, cups, and similar products must be separated by a minimum of three feet from Sterno.

## **4.0 GENERAL REFERENCES**

- 4.1 2013 Philadelphia Fire Code, Chapter Three

## **5.0 CONTACT INFORMATION**

- 5.1 For question regarding this guideline contact Fire and Emergency Services at (215) 573-7857 or [FES@publicsafety.upenn.edu](mailto:FES@publicsafety.upenn.edu)