

Tiki Torch Procedures Messiah College

The following is the established procedure for the use of the tiki torches that are kept in storage:

1. Contact your RD in order to obtain authorization to use the tiki torches.
2. Your RD (not you) then needs to contact Dispatch Services (ext. 6005) and let them know that the use of the torches is permitted, and on what day – verbal permission is acceptable.
3. As the end-user, you then need to arrange with Dispatch Services as to what day and time you need to pick up the torches; a Dept. of Safety Officer will meet you at that time at the pick up point - i.e., at the Safety House (Greenbriar, 432 Grantham Rd.) at the basement entrance toward the railroad tracks.
4. You may pick up whatever quantity of torches and lamp oil that you'll need, but you must return all of the items to the garage immediately after use (same day of use); just contact Dispatch Services and request that they send an officer to the Safety House to meet you there.
5. If lamp oil is not available, it is the responsibility of the RDs/ResLife to provide whatever amount of fuel is needed. Use only oil designated for use in tiki torches.
6. Tiki torches and lamp oil are not permitted to be stored at any time within or around any occupied building on campus.
7. Keep children away from the torches.
8. No horseplay is permitted around the torches.
9. Follow all safety precautions printed on the lamp oil container(s) when fueling and handling the torches.
10. Students are not permitted to purchase and store their own tiki torches or lamp oil on campus.

