



ADMINISTRATIVE POLICY

Section: 600
Section Title: President's Cabinet
Policy Number: 623
Policy Name: Candle and Incense Policy
Approval Authority: Chief Planning Officer
College Policy Executive: Chief Planning Officer
Responsible Executive: Director Human Resources
Responsible Unit: Administration and Finance
Date Adopted: September 22, 2009
Date Revised:

1. Policy

Flameless candles or incense (electric or battery operated) shall be the only acceptable method of lighted candles in all buildings on campus. Open flame candles and incense are not permitted in any campus building.

2. Reason for Policy

Sets forth a policy that reduces the use of open flame throughout the college campus

3. To Whom Does the Policy Apply

Ramapo College community

4. Related Documents

New Jersey Fire Code, Sections 308.3.4, 308.3.5, 308.3.7 and 308.3.8
<http://ww2.ramapo.edu/facultystaff/hr/safety/index.aspx?id=8018>

5. Contacts

Director Human Resources
201-684-7506