



## Smudge/Pipe Ceremony Safety Guidelines

The Smudge/Pipe Ceremony Safety Guidelines are a set of rules and best practices for conducting smudge ceremonies indoors on the University of Saskatchewan campus. It is the responsibility of the event organizer to initiate and follow these guidelines.

### *Pre-Ceremony:*

- All stakeholders must be notified of the date, time, and location of the event. If possible, include the estimated attendance.
- The event organizer will notify Building Manager of the planned event.
- The Building Manager will notify the appropriate stakeholders and serve as the point of contact for the planned event. Event stakeholders will include the following:
  - Facilities Management Division (FMD)
  - Heating Plant (if required by building services)
  - Protective Services
  - Safety Resources
  - Risk Management
  - Building Occupants
- Confirm the location of any smoke alarm(s) with FMD. Smudging or pipe ceremonies have the potential to activate a smoke/fire alarm.
- FMD will arrange to have the smoke alarm(s) isolated or disabled. Electrical will stand by and monitor the panel in the event an alarm occurs.
- Alarms should only be isolated and deactivated in the area where the smudge or pipe ceremony is taking place.
- FMD will confirm status of the smoke alarm(s) prior to initiating the smudge or pipe ceremony.
- FMD will notify Saskatoon Fire, Central Dispatch immediately prior to deactivating the alarm.
- The container that holds the smudge material must be heat resistant and made of a material that will not easily break with prolonged heat.
- The container also needs to protect the floor or table where placed and if necessary, a fire blanket or other heat resistant insulation will be placed under the container.
- A dedicated Firewatch will be assigned by FMD to monitor the event. Any personnel performing Firewatch duties must be trained to use a fire extinguisher.
- The Firewatch must be provided with a minimum of one (1) 10lb ABC fire extinguisher and an air horn for audible alarm.
- Temporary ventilation such as fans or air movers will only be considered in small rooms or areas with low ceilings where there is a potential to accumulate smoke. FMD, Safety Resources and Saskatoon Fire will make this determination.



### *During the Ceremony:*

- Ensure the smudge stick is in control of the person conducting the ceremony.
- Smoke and some scents have the potential to create respiratory distress and/or allergic reactions. The event organizer or facilitator must be present at all times and in communication with the Firewatch in the event there is a need to coordinate a response from Protective Services for medical reasons.
- The assigned Firewatch must maintain visual contact with the person performing the smudge ceremony at all times, with fire extinguisher and air horn readily available.
- As the smudge ceremony starts and smoke is being produced, the Firewatch or their designate will confirm alarm status with FMD.

### *Post Ceremony:*

- When the ceremony is completed, ensure that the smudge is extinguished completely. Do not handle the container until it is cool to the touch.
- Do not dispose of the smudge stick until it is completely extinguished.
- Allow the smoke to clear the area (if necessary) prior to notifying FMD.
- Notify FMD to reactivate the smoke alarm.
- FMD will notify Saskatoon Fire, Central Dispatch immediately following the reactivation of the smoke detector(s).

Saskatoon Fire, Central Dispatch can be contacted at **306-975-3030**.

For assistance with fire safety related to smudging/pipe ceremonies, please contact Safety Resources at 966-4675 or [safetyresources@usask.ca](mailto:safetyresources@usask.ca).