

## **Campus Barbeque & Grill Policy**

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The purpose of this policy is to increase convenience for event organizers, ensure food safety and comply with Los Angeles County Health Department Codes for campus events with barbeques and outdoor grills.

Any student group wishing to sponsor a BBQ and/or reserve an outdoor grill must adhere to the following procedures and expectations:

1. Student groups must complete the Activity Planner process with Student Leadership & Development.
2. University Departments must reserve the venue and barbeque through the Event Scheduling Office.
3. All perishable food served during the event must be purchased directly from Sodexo at bulk rate pricing.
4. One Sodexo chef must be hired for a minimum of two hours for each event. The two-hour minimum includes half an hour for set up, one hour of cook time, and half an hour for clean up.
5. The Sodexo staff member will assist with food preparation and supervise all students, staff and faculty who will be preparing food.
6. Conference and Event Services determines locations that may be reserved for events.

This policy does not apply to events catered and staffed by Sodexo Campus Services. The BBQ grill at Leavey 6 is available only for personal use by residents and thus not included in this policy.