

HOLIDAY DECORATION AND TREE SAFETY

While holiday decorations and trees are delightful sights and cheerful reminders of the festive season, they can also be fire hazards. Please take the following precautions to minimize hazards.

HOLIDAY DECORATIONS

- Do not obstruct exits or exit signs with a tree or decorations.
- Do not obstruct or hang decorations from the fire alarm pull station, sprinkler head, fire extinguisher cabinet, smoke detector, alarm strobe light, or any other building or safety maintenance device.
- Do not put combustible decorations near a source of heat. Never use candles or open flames.
- Only use lights that are UL approved. Always unplug lights at the end of the work day.
- All seasonal decorations must be flame/fire retardant. Natural vegetation wreaths must be sprayed with a fire retardant material.
- Use UL approved surge protected electrical strips. Do not use temporary extension cords. Do not plug surge protector into another surge protector.

TREE SAFETY

- Use a tree that will not tip over.
- Artificial trees must have the UL label.
- Live trees must be composed of a root ball wrapped in burlap.
- Cut trees must be sprayed with a fire retardant material. Fire retardant spray can be found on the internet, and local department stores.
- Keep tree container filled with water above cut of tree about 2 inches. If the tree become dry, remove it from building.
- Do not leave live or cut trees in buildings when the building is not occupied during holiday leave time. Put trees next to the dumpster and call Grounds for pickup.

EH&S staff are available to inspect your decorations to ensure safety. Call 7-3129 for assistance.