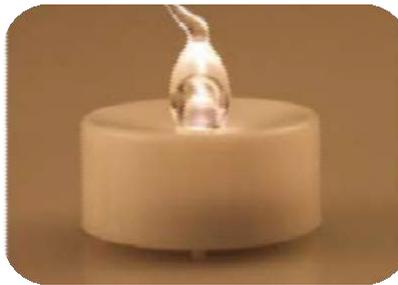


Halloween Decoration Safety

If you plan to decorate campus spaces for Halloween, please comply with the following safety regulations...



Don't use open flames, lighted candles, spark producing devices of any type, or fog machines.



Use only electric or battery powered lights that are UL safety certified with timers to turn off the lights when no one will be in attendance.



Make sure that decorations do not block any fire extinguishers, exit signs, pull stations, lights, light switches, AEDs, walkways, corridors, and hallways.



Assure there are no tripping hazards, such as cords or other decor. Cords may not be covered with rugs.



Don't cover or obstruct emergency exit signage; decorations may not obstruct the view of an exit sign from any viewpoint in the space.



Don't hang decorations from sprinkler heads, or within 18 inches of the ceiling to allow fire sprinklers to operate as designed.



Keep all doors/doorways clear, within at least 48 inches, for unobstructed exit requirements



Don't use naturally flammable items in offices. This includes bales of straw/hay, dry corn plants, and the like.



Don't use extension cords.