

# holiday SAFETY TIPS



PEOPLE FIRST

SAFETY ALWAYS

As the holidays approach, decorations will appear in homes & across campus. While decking the halls is a fun experience, it can pose its own types of risks. Follow these tips to protect yourself, your family & your home.

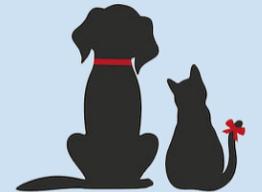
## BE CAREFUL WITH CANDLES:

Nothing kindles the holiday spirit like candles, but those open flames pose a serious threat. Candles, lamps, incense and any object with an open flame are prohibited on campus (with the exception of laboratories and outdoor common areas). At home, never leave candles unattended & blow out all the candles before going to sleep or leaving the house.



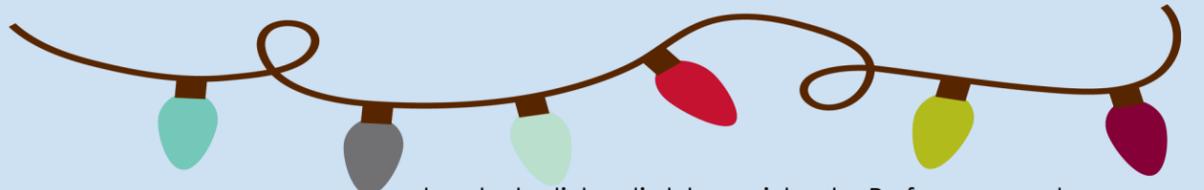
## PROTECT YOUR KIDS & PETS:

Holiday decorations can easily be mistaken for a shiny snack. Keep bite-sized ornaments out of reach & remember that mistletoe, poinsettia & holly berries are toxic. It's best to avoid these if you have young children or pets.



## BE SAFE WITH HOLIDAY LIGHTS:

About 1,300 people are sent to the emergency room every year due to holiday light accidents. Before you plug yours in, check for frayed wires, damaged sockets & gaps in the insulation. If you find problems, recycle the lights. The use of outdoor-grade lights indoors poses a fire hazard. Use indoor lights that contain the Underwriters Laboratories seal and follow the manufacturer's safety instructions. Never use holiday lights on a metallic, artificial tree. Remember to turn off your indoor lights before leaving your office for the evening.



## WATCH THOSE EXTENSION CORDS:

Improper use of easily overloaded, unapproved extension cords can present a serious fire safety hazard in the workplace and home. Inspect an extension cord for physical damage before use. Check the wattage rating for the extension cord. Do not run extension cords under rugs or carpets or in high traffic areas as these are both tripping and fire hazards. Do not run extension cords through doorways, holes in ceilings, walls, or floors. Heat cannot escape and can be a fire hazard.



## PREPARE FOR GREASE FIRES:

Your kitchen will probably see a lot of action this season, & grease can ignite without warning. Keep a fire extinguisher handy, & if you wind up in a pinch, remember that baking soda squelches grease flames. Water DOES NOT!



## WATCH YOUR TREES:

Live trees can pose a higher risk of fire if they dry out. Keep your live trees watered & away from heat sources, or use an artificial tree. Never allow a tree to block a doorway or an emergency exit.



## CLIMB LADDERS RESPONSIBILITY:

Each year, more than 164,000 people visit the ER because of a ladder accident. Decorations often call for a climb, so be safe by always keeping three body parts in contact with the ladder at all times & do not overreach.

