

Portable Space Heater Safety Guidelines

Portable space heaters are the top cause of fire death from home heating equipment.

Guidelines

- If you have an issue with the heating system in your office, Submit a Work Order with Facilities Management to address the problem.
- If you need to use a space heater, consult with **Facilities Management FIRST**.
- Whether at home or at work, when using a space heater follow the following guidelines:

Guidelines



Choose a space heater that automatically shut off if the unit is knocked/tipped over, especially if you have pets or children.

Plug the space heater directly into a wall outlet. **Do not use an extension cord.** The heater's energy

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Keep unit in good working condition. Do not use if it has missing guards or controls.