

# Warming Up with Portable Space Heaters

For inquiries regarding this safety alert, contact the HSEQ department at 985-868-1950

During the cold winter months, heating-related safety is of utmost concern. With the increase of small space heaters at work, at home and camps, it is important to realize all are potential fire hazards. Here are general safety guidelines for space heaters and heaters:

- All electric heaters should have the UL® approval label and an automatic safety switch that turns off the appliance if it is tipped over.
- All models should have a “tip switch” that will shut the heater off if it is knocked over or falls. This safety feature should be built into the design.
- All cords should be inspected before plugging in the heater, and if the cords are frayed, worn, or broken, do not use the heater. Just putting electrical tape on the cord is not enough to prevent overheating and fire.
- Never use extension cords with portable heaters. Using a small, ordinary utility extension cord with a portable heater will cause the cord to overheat and burn.
- Keep all materials that can burn at least 36 inches away from the unit, including clothing, papers, scrap, etc.
- Place heaters only on hard, level non-flammable surfaces; never place on carpets or rugs that could catch fire.
- **Be sure to turn your heater OFF and unplug it before leaving your office for any length of time, especially overnight.**
- The use of kerosene heaters in small spaces is strongly discouraged.

