

The “Nevers” of decorating

- x Never use decorations that are flammable. Exit doors are those doors you must pass through to leave the building or pass from one building into another.
- x Never hang decorations from ceilings. Decorations hanging from ceilings could allow burning particles to drop in a fire.

x **In Residential Halls** DO NOT decorate anywhere in ~~the~~ corridors. Keep postings boards only.

x Never use candles except as outlined in candle section of this document.



Safe decorating guidelines

General

Candles

Candles are NOT allowed except for:

- x Dining Halls– Flames must be protected and the candle securely supported on non-combustible bases. Candles in globes rather than candelabras are required. Candles shall never be placed in the path of egress and never left unattended while lit.
- x Performing Arts- Where candles, smoking, and other open flames are needed for a stage performance, backstage management must contact EH&S and complete a theatrical flame effects permit. Candles shall never be left unattended while lit.
- x Religious Observances– Contact the RA or RD and use only in the area designated in the residential buildings. For other buildings, contact EH&S. Never leave candles unattended while lit.

Reminder: Candles are not permitted anywhere on campus for casual use or aesthetics.

Campus Emergency Phone Numbers (from a campus phone)



Binghamton University
Environmental Health and Safety
PO Box 6000
Binghamton, NY 13902
Phone (607) 777-2211
Fax (607) 777-4444

STAY SAFE SAFETY CHECK

CampusSafe Decorating Guidelines



ENVIRONMENTAL HEALTH AND SAFETY