

Space Heater Guidelines

NOTE: As a State University Facility, we must comply with the California Code of Regulations; Title 19, §3.14 which states that "no person shall permit any fire hazard."



The State Fire Marshal prohibits the use of portable space heaters in State buildings except when ALL of the following conditions are met:

- 1. The space heater is equipped with tip-over shut down protection,**
- 2. It is shut-off and unplugged when the area is unoccupied, AND**
- 3. Supervisor(s) are made aware of the use and provide regular checks.**

Heater Placement

- Electric heaters that do not comply with Fire Marshal regulations (CCR; Title 19, 3.14) must be removed.
- The Supervisor is responsible for the use of a space heater in offices by personnel they supervise.
- The Supervisor must be aware of the use of a space heater **and** must provide regular checks on its proper use.
- Space heaters must be shut-off **and** unplugged when area is unoccupied.
- Space heaters are *not allowed* in laboratories containing flammable liquids or gases.
- All ceramic space heater locations must be approved by the Supervisor.
- Heater must be kept at least *3 feet away from any combustible material* (i.e. furniture, clothes, paper).

Specifications

- Space heaters must be equipped with a tip-over shutdown safety feature.
- Space heaters must have a thermostat that automatically shuts off when a pre-set temperature is reached.
- Devices with unprotected heating elements are strictly forbidden. Heaters with hot elements, even with guards are not allowed.
- All appliances must be UL listed, ceramic type heaters and any device drawing more than 400 watts must connect directly to an outlet without the use of an extension cord (an extension cord can over heat and cause risk of fire).
- Space heaters must not take more than 110V of electricity to operate and cannot be rated for more than 1500 watts. Fueled powered (propane, kerosene) space heaters are not permitted.
- The plug must be equipped with a polarized A.C. (alternating current) having one blade longer than the other.

Do-Not

- Do not operate any heater with a damaged cord or plug, or after the heater malfunctions, or has been dropped or damaged in any manner.
- Do not use in laboratories.
- Do not run cord under carpeting; do not cover cord with throw rugs, runners or the like. Arrange cord away from traffic area where it will not be tripped over.
- Do not place anything on top of a space heater.
- Do not place the heater where it will create a tripping or evacuation hazard and fire doors must not be blocked open to distribute the heat.
- Do not leave the heater plugged in when not in use.
- Do not use in areas where gasoline, paint, or flammable liquids are used or stored; a heater has hot and arcing or sparking parts inside.

Contact Safety & Risk Management with questions about this regulation (209) 667-3035.

