

# STOCKTON UNIVERSITY



## PROCEDURE

### Use of Christmas/Holiday Trees on State Property

Procedure Administrator: Director of Risk Management and Environmental/Health/Safety  
Authority:

Effective Date: July 25, 1983; July 15, 2010

Index Cross-References:

Procedure File Number: 6904

Approved By: Dr. Herman J. Saatkamp, Jr., President

### PROCEDURE:

- A. All or portions of live Christmas/Holiday trees are not permitted in State-owned or leased properties inasmuch as they could present a serious safety hazard to occupants. The State Fire Marshal reminds us:
  1. Live Christmas/Holiday trees are highly combustible since they are filled with pitch and resin.
  2. It is virtually impossible to flameproof live Christmas/Holiday trees successfully.
  3. If ignited, they would spread fire instantaneously throughout any facility with the possibility of panic and loss of life.
- B. If artificial trees are to be erected, documentation must be available indicating that they are fire retardant or flameproof. If Christmas/Holiday lighting is to be used, all strings of lights must bear a U. L. label. The use of frayed electrical cords, damaged plugs, multiple outlets (octopus plugs) is prohibited.
- C. It is the responsibility of the Department of Risk Management - Environment/Health/Safety- Safety and Health Compliance Coordinator to communicate and audit the University's standing against this fire safety requirement.

### Approval History:

	Date
President	7/15/10