



# ELECTRICAL SAFETY IN THE OFFICE

Electrical malfunctions account for 7,100 fires totaling over \$207 million in non-residential building loss in 2016 according to the USFA. The NC Fire Code prohibits the use of electrical hazards that could contribute to a building fire or an electrical shock injury.

Help keep UNC and your staff safe with the following office power guidelines.



**Use a UL-listed, grounded surge protector instead of a simple power strip. A surge protector will cost more but protect your electronics from power spikes. To identify the difference, look for the energy rating on the package and the *protected light* on the device.**



**Surge protectors must be plugged directly into the wall and are not to be used in conjunction with extension cords or daisy-chained together. The device is not designed to handle that much electricity. Additionally, plug appliances and space heaters directly into wall outlets.**



**Extension cords are not a substitute for permanent wiring. Choose the correct gauge and length cord when one is needed. No extension cord can pass through a door, ceiling, wall, or under furniture. A damaged cord is dangerous so inspect them often.**

For more information or guidance: EHS-Fire Safety | 919-962-5507 | [firesafety@unc.edu](mailto:firesafety@unc.edu)



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