



Holiday Safety Tips

Decorate Safely

- ALWAYS use a heavy stepladder to reach heights. NEVER use a chair or stand on a table or desk.
- NEVER obscure doors with decorations or mirrors.
- REFRAIN from covering an excessive amount of the wall spaces
- MAKE SURE any fabric, roll paper or construction paper you use is certified as Flame Retardant. It should possess a statement on the box.
- DO NOT cover or hide important utility or emergency features such as switches, electrical outlets, electrical panels, utility shutoffs, fire alarms, fire extinguishers, or other important equipment, etc. Make sure paper is trimmed completely away from these items.
- AVOID hanging items from the ceiling or lights because it helps to spread fire and cause false alarms with security systems. NEVER let anything hang from the ceiling below seven feet high.

Holiday Party/ Potluck Safety

- Be sure to wash hands before preparing foods.
- Disinfect/ clean utensils, sink and anything else that has encountered raw poultry.
- Use only sharp knives as most injuries occur because of dull blades.
- Use clean food thermometers to cook foods to a safe internal temperature before serving.
- Keep food at appropriate temperatures when transporting or storing for extended periods before the party.

Drive Safely

- Practice defensive driving techniques as other drivers may be in a hurry or rushing.
- Allow extra time to get to your destination. Leave early rather than trying to make-up time on the road.
- Know where you are going before you start driving. Focus on the road and avoid distractions.
- Be prepared for the unexpected. Scan the road and leave plenty of space between you and other drivers.

Secure District Sites During Holiday Closures

- Check all lighting to ensure all units are working properly. Set lighting timers accordingly.
- Replace or repair worn or damaged hardware on all exterior gates and entry points.
- Conduct a "key" audit to ensure that all outstanding keys are returned to the Key Administrator.
- Contact the alarm monitoring company and test to ensure all alarms are functioning.
- Ensure that any CCTV cameras are operational and in good working order.