

**BOWDOIN COLLEGE**  
**Office of Environmental Health and Safety**  
**Holiday Decorations Policy**

**1. Purpose**

The Bowdoin College Office of Environmental Health and Safety, in accordance with guidelines provided by the Brunswick Fire Department (BKFD) and the National Fire Prevention Association (NFPA), have formulated this policy to address fire safety issues of holiday decorations on campus.

**2. Policy Scope**

This policy affects Bowdoin staff, faculty, and students intending to decorate college-owned buildings for the holiday season.

**3. Policy Owner**

This policy is written and maintained by the office of Environmental Health and Safety (EHS). Any questions pertaining to this policy should be addressed with:

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**4. Definitions**

NFPA: National Fire Protection Association (NFPA): a United States-based organization that establishes and updates fire protection and prevention safeguards. NFPA publishes National Fire Codes, standards, manuals, and recommended practices. The Maine State Fire Marshal's Office and the Town of Brunswick have adopted the organization's standards.

Underwriters Laboratory Listed (UL-listed): a not-for-profit product safety testing, consulting and certification organization with a global reach and acceptance. UL provides safety-related testing,

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- Use only UL-listed, grounded extension cords and select the appropriate use-type (indoor or outdoor). Extension cords must not be connected with each other to extend the length. Do not place extension cords under rugs or furniture, through ceilings or walls, or in high traffic areas.
- Live trees, wreaths, or other natural greenery, whether treated or untreated, are prohibited by fire code in all residence halls, dormitories, and college houses. Live greens may only be displayed in public areas of non-