



SEMPER SAFE

Portable Space Heaters in the workplace



Space Heaters are authorized for use aboard Marine Corps Base Camp Lejeune **IF** they meet the requirements in MCBCL BO 11320.1L, Enclosure 4, paragraph 4.i. which states all space heaters must have a tip over switch. Also, according to the OSHA Interpretation letter 11/18/2002, it discusses that all space heaters **MUST** be plugged directly into the wall. Space heaters cannot be plugged into a surge protector or extension cord under any circumstances.

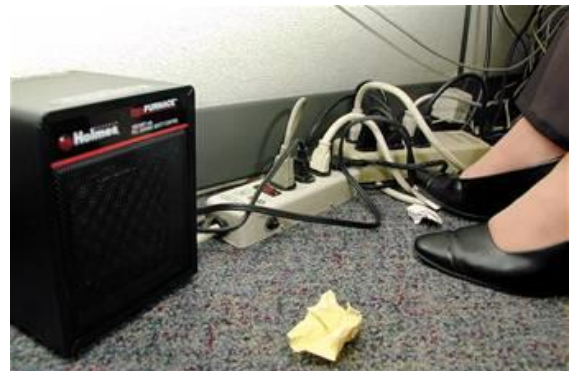
One of the most common discrepancies found during the winter months of inspections are space heaters with no tip over switches and plugged into surge protectors. If you follow the two references above, you will be sure to be in compliance during your next inspection.

Things to Keep Away From Portable Space Heaters in the Workplace:

- Power cords or excessive wiring bundles
- Stacks of paper, wood, or other combustibles
- Clothing

Precautions for Safe Use of Portable Space Heaters in the Workplace:

- Should be approved by an OSHA recognized laboratory (such as Underwriters Laboratory, Factory Mutual, or the Canadian Standards Association)
- Should NOT be used with missing or broken parts (such as nobs, grills, or stands)
- Choose only thermostatically controlled heaters to avoid wasting energy or overheating
- Position heaters on a level surface away from foot traffic
- Heaters should have a grounded three-pronged plug
- Require that space heaters be turned off when the area is not occupied—possibly unplugged at night
- Remind employees that nothing should ever be placed on top of or touching the space heater
- Discontinue use of the heater if the heater causes the electrical circuit breaker to trip



How to inspect your Portable Space Heaters in the Workplace:

Step 1: Ensure heater is plugged directly into wall, heater is in serviceable condition, and all combustible materials and clothing are at a safe distance.

Step 2: Turn heater on and let coils heat up. Once heat is blowing, tip over heater on the ground but do not walk away. Feel under the heater to see if heating coil has shut off. (HINT: Some fans may still be run and only shut off heating elements.)

Step 3: Remove portable space heater out of the workplace if the heater does not have a working automatic tip over switch.

If you have any questions regarding space heaters or their regulations, feel free to contact your Unit Safety Officer (USO) or MCIEAST-MCB Safety Department at 910- 451-2038.

As Marines, Sailors and Civilian Marines we live by our ethos. So think before you jeopardize the safety of yourself, your fellow Marines, Sailors, civilian employees or family members, and remember SEMPER SAFE!