Prior to using a portable space heater, please contact Facilities Management to evaluate your area and adjust the temperature. If a space heater is deemed necessary, please ensure the following:

- All space heaters must be Underwriter’s Laboratory (UL) or Factory Mutual listed. Check the space heater bottom for a label. All manufacture requirements must be followed.
- Space heater must be ceramic or other approved cool surface heater.
- Space heater must be small and compact weighing less than 5 pounds.
- Only electric-powered space heaters with non-frayed electrical cords may be used.
- All heaters must be equipped with an automatic shut-off device in the event a heater is tipped over or overheats.
- A clear area of three (3) feet in all directions of the heater must be maintained and in accordance with the clearances shown on the approval agency label.
- Extension cords should never be used to supply power to the heater.
- Modular furniture electrical systems must be rated to accommodate the additional electrical load supplied to the heater.
- The use of space heaters with hot surfaces or unsealed heating elements is prohibited in state facilities.
- All space heaters must be evaluated by EH&S prior to use.

Please contact EH&S at ehsoffice@uncc.edu or 704-687-1111.