

# No Unattended E-Bike / E-Scooter / Lithium Ion Battery Charging Policy

## Purpose

To ensure workplace safety and reduce fire risk associated with lithium-ion batteries, this policy prohibits unattended charging of electric bikes (e-bikes) and electric scooters (e-scooters) in the Benson Earth Sciences building premises.

## Scope

This policy applies to all faculty, staff, researchers, students, employees, contractors, visitors, and any individuals bringing personal or company-owned e-bikes or e-scooters into the workplace.

## Policy Statement

Unattended charging of e-bikes, e-scooters, and other lithium-ion batteries is strictly prohibited inside the Benson Earth Sciences facility.

## Guidelines

### 1. No Unattended Charging

- E-bikes, e-scooters, and lithium-ion batteries must not be left charging without the owner present and actively monitoring the device.
- Devices must be disconnected from power when not in use or when the user leaves the area.

### 2. Approved Charging Areas Only

- Charging is only permitted in designated areas approved by management (if applicable).
- Charging near flammable materials is strictly prohibited.

### 3. Use of Proper Equipment

- Only manufacturer-approved chargers and batteries may be used.
- Damaged, modified, or non-certified batteries and chargers are not allowed.

### 4. Battery Condition

- Devices with visibly damaged, overheating, or malfunctioning batteries must not be charged or brought indoors.
- Any concerns about battery safety should be reported immediately.

### 5. Fire Safety Compliance

- Charging must not block emergency exits or access to fire safety equipment.
- Users must follow all posted fire safety and electrical safety guidelines.

### 6. Storage

- When not in use, e-bikes and e-scooters should be stored in designated areas only.
- Indoor storage may be restricted depending on company policy or local fire codes.

## Enforcement

Failure to comply with this policy may result in removal of the device from the premises and/or disciplinary action in accordance with the University of Colorado Boulder procedures.

## Reporting

Any unsafe conditions, damaged batteries, or violations of this policy should be reported to the Benson Earth Sciences building proctor or the safety team immediately.