**UC Berkeley Library Winter Holiday Decorations Policy**

*Effective Feb. 1, 2019*

The Library’s commitment to diversity and inclusiveness supports these best practices and guidelines regarding holiday decorations in the workplace. Please be respectful of all beliefs and the various observances that occur during the winter holiday season, as well as at other times of the year. Participation in holiday activities is voluntary and non-participation should not be viewed negatively.

Holiday decorations are allowed in public spaces as long as no religious iconography is displayed. Examples of religious, cultural, and Christmas-specific decorations include, but are not limited to: nativity sets, menorahs, Santa, decorated evergreen trees, reindeer, etc. Examples of allowable seasonal decorations include, but are not limited to: greenery, lights, UC Berkeley blue and gold, snowflakes, etc.

Holiday-specific decorations are allowed in private office spaces as long as they are not in view of the public. Library units should apply this policy consistently for all staff in their department, ensuring a workplace environment that is respectful and inclusive.