



University Policy: Facilities Management Building Temperature Policy

Policy Category: Operational Policies

Subject: Facilities Management Building Temperature Policy

Office Responsible for Review of this Policy: OFT

Procedures: N/A

Related University Policies: University Facility and Personnel Operating Status

I. SCOPE

This policy establishes the optimal temperature ranges of University facilities necessary to balance human comfort, productivity and sustainability objectives of the institution in accordance with applicable standards, law and regulations and best practices.

II. POLICY STATEMENT

The temperature range adopted in this policy applies to all facilities where the temperature can reasonably be controlled. It is the responsibility for Facilities Management (FM) to implement and administer this policy.

III. POLICY

A. It is the goal of the University to maintain occupied buildings in the temperature range of 68° to 78° Fahrenheit year round. Within this temperature range, FM will balance occupant comfort and program/research needs with the University's Climate Commitment and energy conservation goals. Specifically AU has established standard seasonal set points targets as follows:

- i. Winter - 70°F (+/- 2°)
- ii. Summer - 76°F (+/- 2°)

1. On a building-by-building basis, depending on the nature and use of the facility the temperature may deviate from this range when the University is not open (e.g., during holidays or inclement weather closings) and during non-work hours.
2. Recognizing the wide range of heating, ventilation and air conditioning systems on Campus and the engineering difficulties associated with heating and cooling older buildings, uniform temperature in a facility may be neither attainable, nor desirable. The

goal shall be to ensure that all spaces are set to the seasonal target temperatures and that all spaces fall within the established temperature range.

B. If building temperatures remain outside the established temperature range for a sustained period, occupants should contact FM Work Control. If FM is unable to achieve a temperature within the proper range by adjusting the building's HVAC systems, it will work with the occupants to find an alternate solution.

C. Facilities Management may authorize space heaters to address temporary heating problems. The use of space heaters by occupants is prohibited unless authorized or provided by FM. Space heaters damage building electrical systems and pose a safety hazard. The office of Public Safety shall be notified of all space heaters in use, authorized by FM.

IV. FREQUENCY OF REVIEW AND UPDATE

Facilities Management will initiative review and update not more than 2 years from the effective date, or date of last review or update, whichever is most recent.

V. EFFECTIVE DATE(S)

This policy is effective September 15, 2012. Last updated April 15, 2016.

VI. SIGNATURE, TITLE AND DATE OF APPROVAL

This policy is considered effective when signed by the officer(s) listed below:

This document was approved and signed by

**Doug Kudravetz
CFO, Vice President and Treasurer**

on May 1, 2016

References:

American Society for Heating Refrigeration & Air Conditioning Engineers (ASHRAE) - Handbook, 2015.

District of Columbia Housing Codes – (Section 501 Heating, Section 510 Cooling) (current 2015)

District of Columbia Mechanical Code 2013

International Mechanical Code 2012

Harvard University Temperature Policy (adopted 2009)

Virginia Tech Campus Energy, Water, and Waste Reduction Policy (adopted 2011)

University of Maryland Policy on Building Temperature (adopted 2010)

University of Virginia Energy Management & Sustainability Policy (revised 2010)

U.S. General Services Administration Strategic Sustainability Performance Plan