

University Policy: Facilities Management Building Temperature Policy

Policy Category: Operational Policies

Subject: Establishment of Optimal Temperature for University Facilities

Responsible Executive: Chief Financial Officer, Vice President & Treasurer

Office(s) Responsible for Review of this Policy: Office of Finance and Treasurer (OFT)

Supplemental Documents: See References Below

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, laws 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. Maximum comfort and efficiency will be achieved when occupants and building managers actively adapt to building conditions through modification of air flow, sunlight, and apparel choices, among other comfort factors. 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 over-stress 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 initiate a code review within 5 years from the date of last review or update, whichever is most recent.

V. EFFECTIVE DATE AND REVISIONS:

This Policy is effective as of September 15, 2012.

This Policy was reviewed or revised April 15, 2016.

This Policy was reviewed or revised June 7, 2019.

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 2016)

University of Maryland Policy on Building Temperature (adopted 2010)