Thermal Comfort Management Protocol

Infrastructure Services and Development

1. Scope

Management of thermal comfort in University-occupied spaces is the responsibility of Commercial Services and Development (ISD). This protocol has been developed to outline to staff how ISD will respond to work requests, incident reports and hazard reports relating to thermal comfort. It should be read in conjunction with the Safe Work Australia Code of Practise for Managing the Work environment & Facilities:

https://worksafe.tas.gov.au/__data/assets/pdf_file/0006/537117/Code-of-Practice-Managing-the-work-environment-and-facilities....pdf

2. Operational Objectives

- ISD will operate building management systems (BMS) with the aim, as far as reasonably practical, to maintain room temperatures in occupied spaces within the optimum range of between 20°C and 26°C.
- Room temperatures within occupied spaces of 16–20°C and between 26–30°C (shoulder temperatures) are considered suitable for normal work practices to continue, albeit with staff and students required to wear suitable clothing to maintain appropriate body temperature. When room temperatures fall within these shoulder limits, ISD will not usually provide additional heating or cooling other than regulating BMS heating and cooling controls where available. ISD will undertake all efforts where practicable to ensure existing infrastructure maintains optimum temperature ranges and, where possible, maintain within usual comfort ranges.
- Centrally controlled heating systems within buildings may be operated according to seasonal demand. Typically this means deactivation in late spring with reactivation in mid-autumn. When room temperatures consistently fall below 16°C outside of this period, ISD will investigate, where reasonably practical, provision of supplementary heating for small spaces/offices or reactivation of central heating systems for entire buildings.
- When room temperatures consistently exceed 30°C, ISD will investigate, where reasonably practical, provision of supplementary cooling systems or other passive control measures to reduce room temperatures to at least shoulder temperature levels. Supervisors should also implement appropriate high temperature response measures outlined in the Safe Work Australia Guide for managing the risks of working in heat:

https://www.safeworkaustralia.gov.au/system/files/documents/1902/guide_for_managing_the_risks_of_working_in_heat_1.pdf

March 2021