

ORDER No 137
of the Rector of West Pomeranian University of Technology in Szczecin
of November 22, 2022

on the introduction of the procedure of standard activities aiming at limiting the use of electricity and heating at ZUT

Based on Article 23 pursuant to Article 2, item 2 of the Act of 20 July, 2018 – Law on Higher Education and Science (Journal of Laws of 2022, No 574, as amended), it is ordered as follows:

§ 1.

The procedure of standard activities is introduced to limit the use of electricity and heat energy used at ZUT. The procedure is appended to this order.

§ 2.

This order comes into effect on the day it is signed.

Rector

ZUT Prof. Jacek Wróbel

Procedure

of standard activities aiming at limiting the use of electricity and heating at ZUT

§ 1. Aim

The aim of the procedure is to introduce standards of typical activities aiming at economic use of electrical and heating energy, i.e. actions aiming at reduction of the use of electrical and thermal energy so that they become commonly used standards in the functioning of the university.

§ 2. Adaptation and use of premises and facilities

The adaptation and use of premises and facilities to implement the procedure should rely on the introduction of the following standards:

1) Lecture halls, seminar classrooms, laboratories

- a) Windows should be closed in summer when the air conditioning is on
- b) Air conditioning should not be used to heat rooms
- c) Classrooms should be aired for a short time, with heating turned off
- d) The size of classrooms should be appropriate to the size of the group (in term of lighting and heating)
- e) It is forbidden to use classrooms after lessons (including at the weekends, apart from non-stationary lessons), except for activities that are part of preparation for classes or research
- f) Electricity should be used economically, for professional purposes only;

2) Administration offices

- a) Windows should be closed in summer when the air conditioning is on
- b) Classrooms should be aired for a short time, with heating turned off
- c) Air conditioning should not be used to heat rooms
- d) It is forbidden to use extra heating equipment (e.g. forced airflow heaters – so-called ‘farelka’)
- e) Computers and monitors should be put into sleep mode when not used for at least 60 minutes;

3) Multi-purpose premises (halls, corridors, toilets)

- a) Front doors and other doors should be closed
- b) Their lighting should be reduced
- c) Surplus lighting should be turned off

§ 3. Rational use of electric equipment

1. Only equipment that is necessary for smooth operation of respective institutes should be used, as well a:

- a) Temperature in refrigerators and freezers should be increased from 4°C to 5°C and from -18°C to -17°C, respectively
 - b) Chargers (and other types of equipment that is rarely used) should be pulled out of sockets to reduce electricity use
 - c) Rechargeable batteries, e.g. for computer equipment, should be used
2. It is forbidden to use ZUT electrical system to charge batteries used in vehicles (cars, e-bikes, electric scooters)

§ 4. The implementation of the procedure

1. Deans, heads of institutes and administrators of premises are obliged to enforce the regulations of this procedure.
2. In order to maintain the balance between the economic factor and the comfort and health of employees, doctoral students and students, deans, directors/heads of institutes and other university organizational units can produce their own procedures to reduce the use of electrical and thermal energy.