

National Chiayi University Air Conditioning Equipment for Use

97.5.13 96School Year 8th Executive Council

- I. To promote energy conservation and efficient use of air-conditioning and security, to reduce expenditures to achieve energy conservation expenditures and savings purposes, special air-conditioning use to set school approach.
- II. The term air conditioning refers to the school set in the space of each type with a cooling capacity of air-conditioning, including central air conditioning and the type of air-conditioning equipment (including box air conditioners, all types of split-type air-conditioners and window air-conditioning etc.).
- III. Dormitory, school dormitories and single quarters were set by the air-conditioning, by the management unit based on the principle of user pays another to formulate a management fee approach.
- IV. The external rental (by) the venues, the the costs of conditioning equipment should be paid by the employer

Conditioning fees include electricity, service and maintenance costs.
- V. Usage of air conditioning time as follows :
 1. An indoor room temperature over Celsius (hereinafter the same) 28 degrees before they may open; but the general classrooms, seminar rooms have been set with the fan equipment to accommodate the use of the number of less than one third of the number, the temperature must reach 30 degrees may only use air conditioning.
 2. Computer class.
 3. Precision instrument laboratory, the room temperature over 20 degrees.
 4. Branch Library audio-visual classrooms, conference rooms (Room), organized by the approved activities.
 5. The library and its computer center is open.

6. A large indoor meeting place to organize all-school meetings, activities or use of external rent.

VI. General Use Rules :

1. Use air conditioning when the temperature set no lower than 26 degrees, who is often out of the room, the room temperature not more than 5 degrees below the outdoor temperature.
2. The interior space should designate a person responsible for hanging the thermometer and turn off air conditioning systems, fan equipment
3. when air-conditioning with fan to use, so that indoor air is more evenly distributed, without lower the temperature setting can achieve the same comfort, and reduces the power consumption of air-conditioners.
4. Air-conditioning use or installation of windows and doors should be closed barrier facilities to prevent air leakage or hot air infiltration.
5. Non-necessary, open the windows of public places as much as possible to the natural wind circulation of the main open air and to reduce air-conditioning.
6. Air-conditioning use to avoid high heat appliances (such as iron, hot pot, cooking utensils, etc.), to avoid increased air conditioning load.
7. Office premises and non-critical research areas, before leaving (work, school hours) half-hour closure of air-conditioning as much as possible, to achieve the income and reduce expenditure and to extend equipment service life.
8. East-west windows during the morning and evening sun slanting, use blinds or curtains to reduce radiant heat.
9. For the space of all corners of the cooling effect in the short time available at the sunlit surface device shutters, sun visor, shutter, curtain, spray insulation reflective film, reflective film thermal paste facilities.
10. Air-conditioning use, the equipment cooling towers, return air, not piling up debris near the outlet, to avoid blocking the air flow, affecting the cooling efficiency of a waste of resources (energy) source.

11. After school or work the last one should be responsible for close air-conditioning.
12. Teachers left because of school laboratory or laboratory equipment should be shut down air conditioning and fans to save energy.

VII. Maintenance requirements :

1. Water-cooled air-conditioning should be outside the house before winter discharge cooling tower water, and water switch off, to prevent the breeding of moss. Summer use of air conditioning cooling towers should be preceded by fill the water injection, pipeline cleaning equipment and discreet cooling motor, cycle motor, to ensure that the equipment properly.
2. Before the summer started, the first air-conditioned air for half an hour before use. Read the instructions when necessary precautions.
3. Air filter cleaned at least once every 2-3 weeks.
4. Water-cooled cooling towers, air-cooled heat sink, heat exchanger fins and cooling water pipes should ask the manufacturer to be cleaned once every year.
5. The cooling fan motor, cooling water cycle motors, ice water (backwater) pump and blower should be properly maintained and lubricated annually to ensure the normal operation of machine parts.
6. Abnormal temperature sensing controller, the more power consumption, should be kept clean and shall promptly repair any fault.

VIII. The new air conditioning units purchased by the year of publication of high energy efficiency. Reached the useful life should be assessed repair efficiency air conditioning failure, if necessary, replacement of energy-efficient air-conditioning.

IX. Use central air-conditioning place (library, Mizuho Hall, student activity centers, etc.) should assign specific management of the central air conditioning, regular maintenance by professionals or companies to maintain the normal operation of the system.

X. To effectively conserve energy, reduce electricity costs, so that

implementation of this approach and extend the useful life of air conditioning, air conditioning installed by each unit, its maintenance cost of repairs funded by the units cope.

- XI. Offices throughout the air conditioning should be reviewed annually and the number of installation location as possible, no additional equipment can be shared, will reduce the equipment, the purchase of additional funds, can also save a huge waste of electricity.
- XII. The approach adopted by the Executive Council, the president of the University after being approved.