

APPENDIX 1: Air Conditioning (AC) Policy

A1. Reference: Installation Management Command-Europe (IMCOM-E) Air-Conditioning (A/C) Policy, 4 September 2019.

A2. Purpose and intent. To achieve compliance with regulations listed above and to emphasize energy conservation measures which can be controlled by Garrison Soldiers, Family members and civilians without decreasing comfort, safety, health, and quality of life standards.

A3. Applicability. This policy applies to all facilities within the area of responsibility of USAG Wiesbaden.

A4. Policy:

a. Portable Devices.

1) Army Family Housing (AFH). The use of portable cooling devices in AFH is allowed.

a) Portable devices should meet a European Union Energy Label designation of "A+" or better.

b) The total number of portable devices employed should not exceed 25 BTUs per net square foot of living space.

c) It is highly encouraged to only use portable devices during the peak heat hours of the afternoon and revert to opening the windows and using fans at night.

d) The use of portable units MUST NOT require any permanent physical changes to the facility, i.e. window kits for exhaust tubing must be removable.

e) The maintenance and safe use of the portable device is the responsibility of the Service Member (SM). SM may be liable for any and all damages and/or associated repair costs caused by the use of the portable device(s). This includes any water damage resulting from faulty condensate drain pans or drain tubing.

2) Unaccompanied Personnel Housing (UPH). The use of portable cooling devices in UPH is allowed.

a) Portable devices MUST meet a European Union Energy Label designation of "A" or better.

b) Only one device per sleeping room is allowed.

c) The portable device MUST NOT exceed 5,000 BTU or 600 watts.

d) It is highly encouraged to only use portable devices during the peak heat hours of the afternoon and revert to opening the windows and using fans at night.

e) The use of portable units MUST NOT require any permanent physical changes to the facility, i.e. window kits for exhaust tubing must be removable.

f) The maintenance and safe use of the portable device is the responsibility of the Service Member (SM). SM may be liable for any and all damages and/or associated repair costs caused by the use of the portable device(s). This includes any water damage resulting from faulty condensate drain pans or drain tubing.

3) Other than AFH or UPH. The Garrison Commander may approve the use of portable cooling devices in spaces other than AFH and UPH when justified due to Life, Health, and Safety, requirements.

a) Requests for approval are to be submitted by the organization in accordance with 4.b.1. and will be handled on a case by case basis.

b) Portable devices MUST meet a European Union Energy Label designation of "A+" or better.

c) The total number of units employed should not exceed 25 BTUs per net square foot.

d) The use of portable units MUST NOT require any permanent physical changes to the facility, i.e. window kits for exhaust tubing must be removable. Any condensate drain tubing MUST NOT be located over a door or public walkway.

e) The maintenance and safe use of the portable device is the responsibility of the organization occupying the space. The organization WILL be liable for any and all damages and/or associated repair costs caused by the use of the portable device(s). This includes any water damage resulting from faulty condensate drain pans or drain tubing.

f) Window units, thru-the-wall heat pumps, or installation of cooling units that require modification to government real property are prohibited.

b. Permanent AC installation. All permanent AC installations require approval from the Garrison Commander. The following facilities/spaces are authorized AC systems, but are not exempt from the approval process: Communications and Server Equipment Rooms; Health Care Facilities; and, Secure facilities where windows cannot open or do not exist.

1) Requests for AC systems will be submitted by the requesting organization through DPW for approval (Enclosure 1). Facilities and spaces not listed in paragraph B must also submit an Exception to Policy (Enclosure 2) in accordance with referenced IMCOM-E A/C Policy. All requests will include a thorough justification for review against applicable UFCs, policies, and guidance.

2) Any new installation or modification to Real Property must be submitted to and approved by the DPW, IAW USAG Wiesbaden Procedures for Submission of Facility Engineering Work Order (DA 4283), which lists procedures and required documents. Facility Engineering Work Request for A/C should be submitted with the A/C request, but will not be approved until the A/C Request has been endorsed at all levels.

3) Customers should contact the DPW Business Operations Integrations Division (BOLD) Work Order Customer Service Office for questions or to submit A/C Requests, DA 4283s, and other required documents for processing: usarmy.wiesbaden.id-europe.list.dpw-boi-wo-status@army.mil.