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भारतीय आयुर्विज्ञान अनुसंधान परिषद
स्वास्थ्य अनुसंधान विभाग, स्वास्थ्य एवं परिवार
कल्याण मंत्रालय, भारत सरकार

Indian Council of Medical Research
Department of Health Research, Ministry of Health
and Family Welfare, Government of India

No. AA-VI/CW/Maintenance works through CPWD/ICMR/2019 Dt.16.6.2020

CIRCULAR

Guidelines for running of Air Circulation, Air cooling and Air conditioning Equipments during COVID-19 at ICMR.

1. Temperature – The temperature setting of all air conditioning devices should be in the range of 24-30 degree C.
2. Relative Humidity – should be in the range of 40 – 70%.
3. Intake of Fresh Air – should be as much as possible.
4. Recirculation of Air – should be avoided to the extent possible.
5. Cross Ventilation – should be adequate.
6. Replacement of air by using the facility of exhaust fans in the nearby area.
7. Air Sanitization – should be very frequent by regular cleaning and sanitization of filters of indoor unit.
8. Observing Social Distancing norms, wearing of mask, avoiding direct contact of air flow, frequent surface decontamination are to be followed compulsorily.
9. Ceiling Fan should run at low-medium speed with intake of fresh air as much as possible by keeping window and doors opening.
10. Exhaust Fan should run continuously for exhausting the hot air.
11. Cassette type units should run with temperature range of 24-30 degree C with maximum fresh air and supplemented by adequate exhaust.
12. In Offices and meeting rooms, it is to be ensured that Room ACs (Window/Split)/ Fans aided by maximum Fresh air intake by opening of doors or windows and supported by air replacement through exhaust fan facilities in the nearby areas.
13. It is advisable to avoid Central AC to the extent possible, in case same is not feasible then below mentioned point to be followed.

Signature 17/6/2020



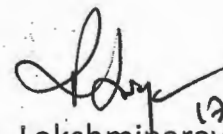
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- AHUs are advised to run on maximum fresh air as possible.
- AHUs are advised to run at least 2 hours prior to office time and stop 2 hours after office time to ensure no contamination remains. This time may be increased at the discretion of maintenance in charge of the building.
- Heat Recovery Wheels wherever fitted should not be used and should be stopped completely.

Detailed circular dated 13.5.2020 of CPWD may be downloaded from CPWD/circular website.


17/6/2020

Dr R. Lakshminarayanan
Assistant Director General (Admin)

Copy to:

1. PS to DG/ Addl. DG/ Sr. DDG(A)/ Sr. FA.
2. Head of all Divisions.
3. All the ICMR Institutes/Centres.
4. ADG(A) - RLN/ ADG(A) – JR.
5. Manager, Canteen.
6. Manager, Canara Bank.
7. JE (Electrical), CPWD, Safdarjung Hospital Electrical Division for needful action at their end with respect to ACs in their control.
8. M/s Larking's Limited for needful action at their end with respect to ACs in their control.
9. MK Infotrain for needful action in conference hall/ meeting rooms/ board rooms.
10. Sr. Tech-III (Sh. Rakesh Kumar)/ Sr. Tech-II (Sh. Rajesh Kumar)/ Sr. Tech-I (Sh. Parmod Kumar).
11. Dr. Lokesh Sharma with the request to upload this circular in ICMR website.