



PACIFIC UNIVERSITY

University Facilities Policy

DIVISION

Finance and Administration, University Facilities

SUBJECT Air filtration units and other small appliances On Pacific University Campuses	RESPONSIBLE OFFICE(S) Finance and Administration, Facilities		
APPROVED BY President's Cabinet and COVID-19 Task Force	ISSUE DATE 9/9/2020	POLICY NO. POL-FSM4101	# PAGES 1

PURPOSE

- Clarify the responsibility for purchase, maintenance, and safety of small supplemental appliances used in campus buildings.

DEFINITIONS

- Other small appliances may include items such as room air purifiers, fans, space heaters, portable air conditioners, humidifiers, and minifridges.

POLICY

Staff, students and faculty who may wish to supplement office equipment with the use of small appliances are responsible for the purchase, maintenance, and safety of such appliances in their spaces.

The use of air purifiers for space in Pacific University campuses and their efficiency depends on the size of the area they are trying to condition and the power available in the room/building. The University will not purchase air purifiers nor will the University Facilities department maintain the appliance or their filters. It is the sole responsibility of the owner.

Members of the university community should contact Facilities before using these or any other small appliances on campus.

VERSION HISTORY

9/9/20 Approved by President's Cabinet and COVID-19 Task Force