The right way to heat and air offices

How to do it quickly and efficiently!

Short but thorough airing: air the room with wide open windows. Use the time when you leave the office to go and make a coffee, for example.

How long should I air for? Three to five minutes in winter, and ten to twenty minutes in summer.

Setting your thermostat: set the thermostat in your office to 2.5. This will enable you to achieve the prescribed 19°C. If you are going to be away from the office for a longer period of time (>24hrs, except on weekends) then please set the thermostat to 1.

Cross ventilation: if possible, open windows wide on opposite sides of the room at the same time. Coordinate this with your colleagues.

By airing the rooms as described above, the temperature in the room only falls by a few degrees and it warms up again quickly after the windows have been closed, which saves energy.

Quelle: Umweltbundesamt

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