

TO: All MUNFA Members

FROM: The MUNFA Executive Committee

DATE: July 3, 2024

SUBJECT: Follow-up: Summer months and workplace temperatures

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The MUNFA Executive would like to thank all ASMs who responded to our [IB of June 19, 2024](#) on Summer months and workplace temperatures.

**If an ASM experiences increased workplace temperatures:**

- Report the issue to the University's Department of Health and Safety (<https://www.mun.ca/MIMS/>). Include the name of the building, floor and spaces affected;
- Email their Administrative Head, with a copy to their OHS Building Committee Chair and request assistance to address or ameliorate issue. This may include:
  - The procurement of fans for office, labs and other workplaces
  - The use of a temporary alternate workspace in a cooler location
  - Assignment of another classroom or teaching space (for on-campus courses)

In the event that an ASM reports increased workplace temperatures and concerns that are not addressed by the University administration in a timely manner, they are asked to contact the MUNFA office at [munfa@mun.ca](mailto:munfa@mun.ca).