



Office of Temporary and Disability Assistance

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General Information System (GIS) Message

Section 1

Transmittal:	21 TA/DC044 Upstate and New York City
Date:	June 28, 2021
To:	Subscribers
Suggested Distribution:	Commissioners, TA Directors, Housing/Homeless Services Directors
From:	Cheryl Contento, Deputy Commissioner Division of Shelter Oversight and Compliance
Subject:	Summer Cooling Requirements for Shelters
Effective Date:	Immediately
Contact Information:	Division of Shelter Oversight and Compliance at (518) 486-4040 or otda.sm.css.bss@otda.ny.gov
Attachments:	<u>Governor Cuomo Urges New Yorkers to Prepare for Another Round of Extreme Heat Beginning Today and Continuing Through Wednesday</u>

Section 2

The purpose of this GIS is to remind social services districts and emergency shelters of summer cooling requirements.

As required by 18 NYCRR 491.18 and 900.18, heating and cooling systems must be in good working order and suitable fans should be provided to residents when necessary to maintain reasonable air circulation. Air circulation is particularly important during times of extreme heat and humidity. During times of extreme heat and humidity, shelter operators should provide fans as needed for the comfort of residents, provide information on area cooling centers to the extent available, and remind residents to stay hydrated by drinking plenty of fluids.

Additionally, where practicable shelter providers should provide a cooling room in the facility if the building's space and systems support such space.

Facilities that have central air conditioning or unit air conditioners are not required to provide fans or cooling rooms for residents unless the air conditioning units are not properly cooling. Electric fans should bear the safety certification mark of a nationally recognized testing laboratory (NRTL). Below is a link to a list of NRTLs. Families with children providers should ensure that fans are placed out of the reach of children.

<https://www.osha.gov/nationally-recognized-testing-laboratory-program/current-list-of-nrtls>

In accordance with 18 NYCRR 491.12 and 900.12, shelter residents have a right to request a reasonable accommodation for any physical or mental disability that substantially limits a major life activity, which may include a request for an air conditioner.

Linked above for your information is a Governor's Press Release from June 27, 2021 with helpful information for actions to take during times of extreme heat.