

From: [BER Information Officer](#)
To: [@BER_HALL_HEATERS](#)
Cc: [@BER_PLO](#); [@Regional Directors](#)
Subject: Heating in BER Halls
Date: Tuesday, 17 May 2011 11:44:18 AM

Dear school Principal

A solution for heating in BER halls under the Primary Schools for the 21st Century program has now been finalised.

The BER Program Office has spent some time designing the most appropriate heating solution for your new school hall. The heaters have now been certified in Australia and are currently being assembled for installation.

With winter quickly approaching, it is the BER Program Office's intention to have all heaters installed by the end of June. Installations will take place in order of climate priority. That is, areas such as Bathurst and surrounds will be serviced first with installations for Coffs Harbour being completed towards the end of June.

Some schools have no gas on site and will therefore receive electric heating in lieu of the gas flued heaters in their halls. Since only a handful of schools are affected the timeframe is less pressured, however, the BER Program Office is aiming for installation to be completed by end of June.

We are well into the delivery of the Hall Heating Program with just over 6 weeks remaining to install a large number of heaters. Given these extremely tight time constraints, we would appreciate your assistance in making the school hall available for the installation to occur. It will take 2-3 working days.

Please be assured we will endeavour to give as much notice as possible, however we are currently working to a 6 day notice period per school as school sites become installation ready.

Some schools may already have been contacted by the BER Program Office regarding delivery constraints. All schools should have received a questionnaire regarding school specific requirements.

The school Principal will be contacted by the delivery company and the contractor to determine the heater delivery location and the school hall heater installation start date, however, if a heater is delivered prior to installation, please contact your Principal Liaison Officer who will coordinate the installation.

If you have any further questions please contact your Principal Liaison Officer
<https://detwww.det.nsw.edu.au/deptresources/majorprojects/ber/contactus/primariesch/index.htm>

Your assistance in this matter is greatly appreciated.

Angus Dawson
BER Program Director
17 May 2011