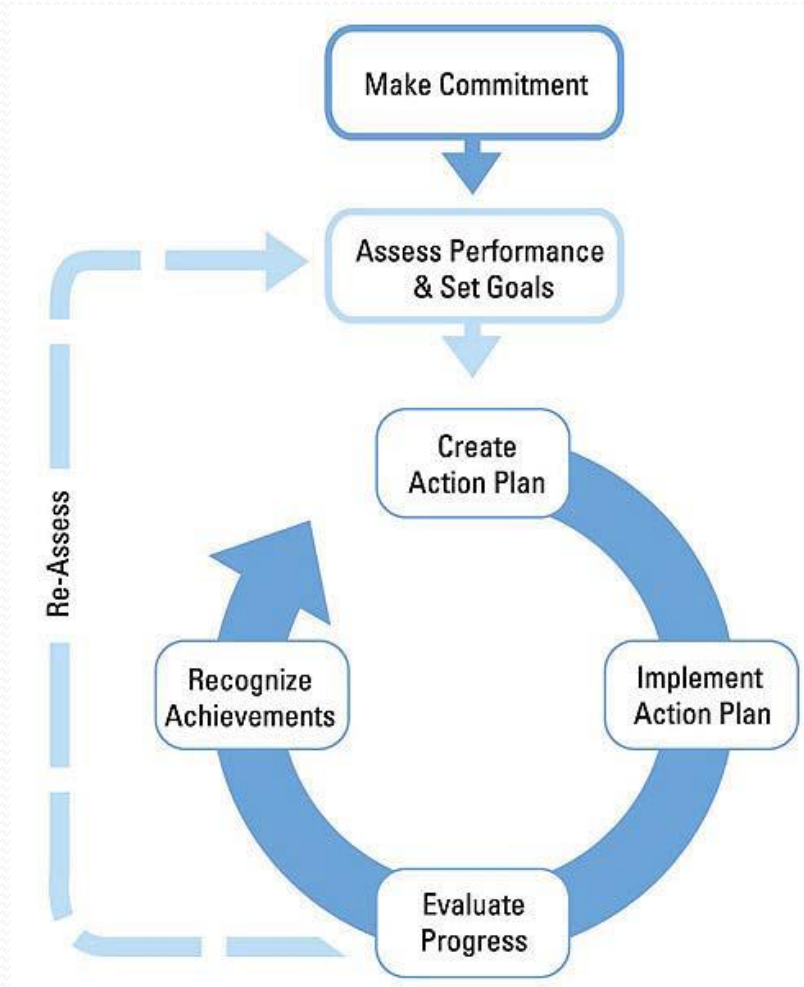


Guidelines for Energy Management

Presented by: Jerry P. Herring, PE, CEA

Steps for Energy Management

- Make a Commitment
- Assess Performance
- Set Goals
- Create Action Plan
- Implement Action Plan
- Evaluate Progress
- Recognize Achievements
- Incentives



Commit to Continuous Improvement

- Strive for Improvement
- Collect and Assess Energy Performance Data
- Commitment
- Dedicated Energy Policy.

Appoint an Energy Director

The Energy Director's key duties:

- Coordinating and directing the overall energy program
- Acting as the point of contact for senior management
- Increasing the visibility of energy management within the organization
- Drafting an Energy Policy
- Assessing the potential value of improved energy management
- Creating and leading the Energy Team
- Securing sufficient resources to implement strategic energy management
- Assuring accountability and commitment from core parts of the organization
- Identifying opportunities for improvement and ensuring implementation
- Measuring, tracking, evaluating, and communicating results
- Obtaining recognition for achievements

Establish an Energy Team

- Engineering
- Purchasing
- Operations and Maintenance
- Building/Facilities Management
- Environmental Health and Safety
- Corporate Real Estate and Leasing
- Construction Management
- Contractors and Suppliers
- Utilities

Institute an Energy Policy

- **State an objective**
- **Establish accountability**
- **Ensure continuous improvement**
- **Promote goals**

Assess Performance

- **Establish baselines**
- **Benchmark**
- **Analysis and Evaluation**
- **Why Assessment is Essential**

Set Goals

To develop effective performance goals:

- **Determine scope**
- **Estimate potential for improvement**
- **Establish goals**

Why Setting Goals is Essential:

- Improvement
- Measurement
- Recognize and address setbacks
- Foster ownership and create a sense of purpose
- Demonstrate commitment

Create Action Plan

- **Define technical steps and targets**
- **Determine roles and resources**
- **Get buy-in from all organizations affected by action plan**

Implement Action Plan

- **Create a communication plan**
- **Raise awareness**
- **Build capacity**
- **Motivate**
- **Track and monitor**

Evaluate Progress

- **Measure results**
- **Review action plan**
 - Measure the effectiveness
 - Make informed decisions about future energy projects

Recognize Achievements

- **Providing internal recognition**
- **Receiving external recognition**

Energy Star Guidelines:

www.energystar.gov/index.cfm?c=guidelines_index