

ENERGY EFFICIENCY AND SUSTAINABILITY

POLICY NUMBER: RESERVED FOR FUTURE USE

POLICY TYPE: ADMINISTRATIVE

RESPONSIBLE OFFICIAL TITLE: DIRECTOR OF FACILITIES MANAGEMENT

RESPONSIBLE OFFICE: OFFICE OF FACILITIES MANAGEMENT

EFFECTIVE DATE:8/1/2012

I. POLICY STATEMENT

1. The Northern Kentucky University Energy Management and Sustainability Policy provides guidelines and procedures that foster energy conservation, efficiency and environmental stewardship with the goal of reducing energy usage, cost and environmental impact including greenhouse gas emissions.
2. University faculty, staff and students will make every effort, collectively and individually, to reduce greenhouse gas emissions. For example, if electricity usage at the University could be reduced by just 10% through everyone committing to doing the simple actions listed below, the University's annual carbon emissions could be reduced by almost 6,700 tons and its electric bill by over \$475,000 (based on FY09 costs and consumption.)
3. The Facilities Management Division, working with faculty, staff and students, ensures that sustainability initiatives related to energy conservation and energy efficiency in facilities meet the needs of the University.
4. The University will continue to work with our power company and other agencies in curtailment of energy use and in ongoing efforts to effectively steward the use of natural resources.
5. Standards applicable to all university buildings and occupants:
 - a. Portable heaters are prohibited.
 - b. Individual microwaves, coffeemakers, hot plates, refrigerators, radios, DVD players, televisions and similar personal, energy consuming devices are strongly discouraged. Office suites or floors are encouraged to share energy consuming appliances.
 - c. Office equipment such as printers, fax machines, training equipment and copiers shall be co-located and shared to the extent possible.
 - d. All new equipment and appliances will be ENERGY STAR rated per the NKU Procurement Services guidelines.

- e. All new laboratory, clinical, research or educational equipment will be specified to be energy efficient and to use process (nonair conditioning) chilled water or centralized heating or steam. The use of domestic water for single pass cooling is prohibited.
- f. The installation of new incandescent or halogen lighting is prohibited.
- g. Where feasible, temperatures will be set back during evenings, nights, weekends, holidays and other periods in accordance with ASHRAE 55-2007: Conditions for Thermal Comfort.

Season	Temperature Range During Occupied Periods
Winter (Heating)	67°F - 71°F
Summer (Cooling)	72°F - 76°F

6. Measures to reduce energy usage that are applicable to all university buildings and occupants:

- a. Turn off lights when leaving a room even for a short period of time. Ensure the lights in common areas are turned off at the end of the day.
- b. Consider using task lighting and desk lamps equipped with compact fluorescent lamps (CFLs) in lieu of overhead lighting.
- c. Use artificial lighting only when natural lighting is inadequate.
- d. Program computers for stand-by mode when not in use.
- e. Turn off computers, monitors and other equipment at the end of the day to eliminate potential “standby or phantom energy loss”.
- f. Use the ALLCARD to ride TANK to get to and from campus.
- g. Carpool to class or work.
- h. Plan activities to eliminate or combine trips and reduce vehicle use.
- i. Take the stairs rather than the elevator.
- j. Close fume hood sashes when not in use.

II. ENTITIES AFFECTED

Faculty, Staff, and Students

REVISION HISTORY

REVISION TYPE

MONTH/YEAR APPROVED

Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	
Choose an item.	