

## **Energy Management Policy**

**Number** 06.06.14

**Division** Finance and Administration - Facilities and Operations

**Date** November 2008, Reviewed and Revised June 28, 2022

### **Purpose**

It is essential that the campus adopt an energy policy to promote the conservation of energy. This will result in savings that can be invested in University infrastructure needs in addition to conserving our natural resources.

### **Policy**

The Energy Management Policy of the University of Alabama in Huntsville (“UAH” or “University”) is designed to establish an understanding of the need for energy conservation and to implement methods of conserving energy and lowering energy



central heating/cooling system needs repair. Please submit maintenance requests through the [F&O Service Desk](mailto:facilities@uah.edu) at facilities@uah.edu or calling 256-824-6490.

All space heaters must be authorized by F&O and meet safety requirements as classified by the National Fire Protection Association. All space heaters must meet the following four specifications:

- be UL approved
- have elements that are protected from contact
- be tilt-proof (when tipped over, heater goes off)
- be thermostat-controlled

### Plug Loads

During off-hours many computers perform backups or update and patch software (such as antivirus definitions) and the operating system, and it is therefore important to configure energy- saving features so as to not interfere with these critical update processes.

Many modern devices, monitors in particular, continue to draw 9-16 watts of power even when not in use.

possible. Requests for temperature adjustments for after hour events should be submitted through [F&O Service Desk](mailto:facilities@uah.edu) at facilities@uah.edu or 256-824-6490 during the time of scheduling.

Planning, Design & Construction

- Unplug microwaves, coffee machines, etc.

## Laboratories

- Coordinate with Office of Environmental Health & Safety (OEHS) personnel for additional guidance.
- Deactivate all equipment not being used.
- Ensure all pumps are turned off. (peristaltic, vacuum, etc.)
- Turn off all water sources to deactivated equipment.
- Store all gas cylinders and chemical, biological, and radiological hazards securely.
- Close / turn off all gas cylinders valves/supplies.
- Ensure all biological waste is autoclaved/disposed of and removed from the building.
- Ensure secondary containment to retain the material for all equipment / materials with a risk of leaking.
- Post emergency contact name and number on all entrances to laboratories and research areas.
- Ensure all fume-hood sashes are closed/lights off.
- Consolidate environmentally conditioned items into a single cold room whenever possible.

## University Housing

University Housing and Residence Life has published policies to inform students of their energy management responsibilities within their campus living environment. Housing and Residence Life can be contacted at [housing@uah.edu](mailto:housing@uah.edu) or 256-824-6108.

## **Review**

Facilities & Operations will be responsible for the review of this policy every five years (or whenever circumstances require).