



Saving Energy

Adding Energy Efficiency to the Menu

Every business wants to save money. With utility bills seemingly going up every month, reducing your energy use is a good place to start. You may have some ideas on what to do—shut off lights, change how you use equipment and educate your employees on ways to save energy. But, how can you tell if you're making progress?

Your first step in the right direction would be to start with an energy checklist. We have provided one within this article for your use. With this check list, you are able to determine and identify possible energy savings measures you will need to take in order to start saving energy.

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What is EnergyGuard?

EnergyGuard enables you and your business to identify and prioritize your energy savings measures to help reduce unnecessary energy consumption, which allows you to stay **on top** of energy

demands as well as your profits.

EnergyGuard actually learns how your business uses energy and shows you on a daily basis if you are using more or less than normal.

*Adding Energy Efficiency to the Menu: EnergyGuard will help you make real progress towards **SAVING ENERGY.***

Product Benefits

- ✓ Daily Tracking of Energy Consumption
- ✓ Monthly/Yearly High and Low Energy Use Reporting
- ✓ Tracks Carbon Emissions Associated with Total Energy Usage
- ✓ Portal View — Feature your Energy Savings Report via your Website or on Lobby Monitor.



Your Personal Energy Management Tool

EnergyGuard will start tracking energy consumption and tell you **EVERY DAY** if you are on the right track towards energy savings. Let's say you have a goal in achieving a 10% reduction in energy consumption. EnergyGuard's reporting will let you determine if this goal is indeed attainable, but you will have to take corrective measures in order to meet your expected goals.

To understand your energy usage you will be given your own EnergyGuard web based application. You will be provided with a username and password so you can start tracking your daily, monthly and yearly energy consumption levels.

Get the credit you deserve by reducing your carbon footprint through daily updates. There is also a special portal view that lets you update your progress daily via your Website or computer display (e.g. in your business lobby/entry way, cafeteria, etc.). Use it to inform your customers, visitors, or employees about your commitment to energy savings and reducing your carbon emissions.



ENERGY CHECKLIST

Heating, Ventilation and Air Conditioning (HVAC) - Maintenance

- Replace furnace filters on a monthly or bi-monthly schedule.
- Allow free airflow to and from registers.
- Insulate hot water heater(s) and pipes, and ductwork located in unconditioned areas.
- Cover and lock thermostats and ventilation controls to prevent unauthorized adjustments.
- Check for unusual noise, vibration and decrease in performance or compressors/motors.
- Seal ductwork leaks.
- Inspect/clean condenser coils.
- Clean and disinfect condensate drain pans.
- Set up monthly/bi-monthly maintenance contract.

Heating, Ventilation and Air Conditioning (HVAC) - Procedures

- Minimize heating and cooling in unoccupied, low-traffic areas or when building is not in use.
- Adjust building temperature by season; lower in winter and higher in summer.
- Utilize ceiling fans whenever possible.
- Close doors to outside and unconditioned areas.
- Use exhaust ventilation only when required.
- Seal ductwork leaks.
- If fossil fuels are present, test operation of carbon monoxide (CO) detectors monthly.

Refrigeration - Operation

- Keep cold air supply and return registers clean and clear of product.
- Maintain minimum recommended refrigeration temperature for produce.
- Optimal refrigeration efficiency is achieved with ambient air relative humidity levels between 40-55%.
- Identify feasibility of venting or recovering the rejected heat off the refrigeration units' condensers.

Refrigeration - Maintenance

- Check for unusual noise, vibration and decrease in performance of compressors/motors.
- Clean refrigeration coils regularly.
- Replace worn and/or leaky door seals.
- Verify operation and efficiency of defrost timers and moisture sensors to ensure optimal performance.
- Clean and disinfect condensate drain pans.
- Monthly/bi-monthly maintenance contract.

Refrigeration - Procedures

- Follow manufacturer's recommendations for shelf position and size.
- Keep upright display case doors shut.
- Rotate stock regularly.
- Do not let refrigerated items sit and warm-up during delivery and/or restocking.
- Turn off refrigeration unit when not in use.

Lighting - Operation

- Use automated lighting controls.
- Utilize photocells for all-night outdoor lighting.
- Use timers in parking lots and restricted-access areas.
- Utilize dimming controls to take advantage of day lighting.
- Use motion sensors for low-traffic areas.
- Always de-energize ballasts that are not in use.
- Verify recommended illumination levels.
- Reduce lighting to minimum acceptable level for safety/security in: hallways, restrooms, storeroom and coolers.

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