

UAM OPERATING PROCEDURE 720.1

RE: Energy Conservation Policy

January 1, 1980

Revised: July 1, 1997

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Energy costs represent a major part of the University's budget. Therefore, the implementation of energy conservation practices at UAM is imperative.

The following procedures are to be followed in all facilities at the University of Arkansas at Monticello:

Heating and Cooling

1. Reduce use of heating and cooling systems in spaces which are used infrequently or only for short periods of time.
2. Turn on self-contained units, such as window and through-the-wall units, only when needed. Turn them off when the space is to be unoccupied for several hours. Exceptions are for equipment and manuscripts which must be maintained at a relatively constant temperature and humidity. Any exception must be approved by the Vice Chancellor for Finance and Administration.
3. In mild weather, lower the cooling effect by running the room cooling fans at lower speeds.
4. Comply with the filter replacement schedule, utilizing high-efficiency, low-cost filters.

Lumination

1. Select lamps which are the most efficient and compatible with the application.
2. Turn off lights in classes and offices during unoccupied periods.
3. Turn the lights off inside or outside all buildings at night unless needed for security purposes.