



## Energy Conservation Tips

The Energy Conservation Incentive Program (ECIP) encourages energy conservation through the behavioral and structural changes of building occupants. *Conserving energy is everyone's responsibility* and helps the campus meet our climate commitment. Following these basic tips can help you and the campus become more sustainable together.



### LIGHTING

- Turn off lights when leaving a room, work area, or at the end of the business day. If you will be gone more than a minute, it's best to turn the lights off. Don't leave the lights on in your office just to inform someone you are in the building; choose a different method.
- Increase the use of natural and task lighting where possible. There are many options for LED task lights, which have great energy efficiency, can increase visibility at specific work areas while reducing overall lighting energy demand, and support the goal of transforming the campus to all LED lighting by 2050.
- Replace departmental incandescent lighting with LEDs or other energy efficient fixtures. This can also reduce the maintenance costs for campus associated with bulb replacement frequency. Start by prioritizing replacement of older lighting in difficult-to-reach locations, such as areas with tall ceilings.

### HEATING/COOLING

- Turn off window AC units when rooms aren't in use and keep all exterior windows and doors closed in conditioned spaces. These activities will help keep building occupants comfortable in the coldest days of the winter and the hottest days of the summer. Don't assume campus heating and cooling systems always operate the same as your home. In some of the variable air-volume systems on campus, reheat is added to meet the higher temperature requirements, if there is not any heat load in the space. In this case it takes more energy to hold these spaces at a higher temperature under summer conditions.
- Avoid space heaters! These devices are energy hogs, potential fire hazards, and restricted by the Campus Administrative Manual.

### COMPUTERS/PRINTERS

- Turn off computers when not in use or when leaving for the day. The amount of energy it takes to reboot a computer system is significantly less than if left on for extended periods of time.
- Familiarize yourself with the power-saving modes for computers, printers, and other appropriate campus equipment. The faster you enable energy saving features to work when devices are inactive, the more dramatic the energy reduction.
- Changing the default printing setting to duplex mode will reduce the amount of paper consumed and decrease printing expenses. By switching to 30% recycled-content paper at the same time you change the default settings to print double-sided, your office can easily become a Certified Green Office without a major increase in expenses.
- Ask Information Technology contacts about setting up automatic shutdowns, updates, and start-ups.

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- Join several departments who have already made significant energy savings by transitioning desktop work stations to thin client and consolidating servers.

## EQUIPMENT/APPLIANCES

- Be a good neighbor and ask other departments and units if high energy consuming appliances like coffee pots, refrigerators, and microwaves can be shared or consolidated. Remember to replace older items with Energy Star appliances, when possible
- Remind researchers to fully close all fume-hood sashes when not in use. There are more than 1,600 fume hoods on campus which are historically large energy users. When fume hoods are left open, conditioned air flows out of buildings.

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## CONTACTS TO HELP THE SUSTAINABILITY MOVEMENT ON CAMPUS

### Facilities and Services (F&S)

- If you have a concern about a room's temperature, contact F&S as quickly as practical (call the Service Office, 217-333-0340 or submit a service request through the my.FS Portal).
- Consult with F&S to research options for energy savings through "Occupancy Scheduling" practices (contact Karl Helmink, Associate Director for Utilities & Energy Services, 217-244-6426).
- Consider submitting a utilities savings project to the campus's Revolving Loan Fund (<http://go.illinois.edu/rlf>) (contact Josh Whitson, Engineer Specialist, 217-333-9073).
- Use the Energy Billing System to track energy usage and compare building performance (to request access to the EBS contact Kate Brewster, Information Technology Specialist, 217-300-1966).

### Other Resources

- Sign up for the Institute for Sustainability, Energy and Environment's Certified Green Office program (<http://sustainability.illinois.edu/CertifiedGreenOffice.html>).
- Encourage students to visit the Illini Energy Dashboard and take an active role in campus conservation efforts (<http://illinienergy.illinois.edu>).
- Submit a funding application for an energy conservation project to the Student Sustainability Committee (<http://ssc.union.illinois.edu/>).

