


**UNIVERSITY OF TOLEDO  
FACILITIES AND CONSTRUCTION**

<b>Section:</b>	<b>HVAC</b>	<b>Procedure Number:</b>	<b>HVAC-018B</b>
<b>Subject:</b>	<b>Energy Management</b>	<b>Effective Date:</b>	<b>February 1999</b>
		<b>Revised Date:</b>	<b>November 2016</b>
<b>Facilities Officer:</b>		<b>Reviewed Date:</b>	<b>December 2019</b>

**Standard Operating Procedure**

Energy conservation efforts shall be carried out to provide the most cost effective results in utility usage.

**Purpose**

It is the objective of The University of Toledo's Facilities and Construction Department to deliver reliable safe energy at minimum cost.

**Procedure**

The responsibility for achieving this objective is delegated to the Facilities and Construction Department. In order to fulfill this responsibility, they must have the support and cooperation of our faculty, staff and students. Energy conservation efforts will be focused on: 1) using the minimum amount of energy needed in a timely manner to support an environment that meets established University standards for temperature settings, 2) minimizing heat loss and heat gain, 3) ensuring optimum efficiency in the operation of energy converting, transmitting and consuming systems and equipment. Energy management is to be viewed as a tool that can be used to reduce costs while providing the proper environment for effectively carrying out the mission of the University. For purposes of this policy, the University standard for temperature settings shall lie between 68-70 degrees during the heating months and 73-75 during the cooling months.

Life cycle costs to include the cost of energy, must be an evaluation criteria for selecting equipment and designing new facilities.

The University Energy Conservation Committee will advise and assist the Facilities and Construction Department in implementing this procedure. The Facilities and Construction Director of Energy Management shall review all aspects of energy conservation and energy management and recommend procedures and standards to the administration. All recommendations will be directed through the office of the Vice President for Facilities and Construction to the Office of the President.