

Energy management policy

PROPOSED POLICY - AWAITING COLLEGE ADOPTION

This text is provided for institutional review. It is not an approved policy or evidence of implementation.

Purpose

Encourage efficient, safe use of electricity in classrooms, offices, laboratories and shared spaces.

Daily practice

Switch off unused lights, fans, computers and other equipment. Use daylight and natural ventilation where suitable without compromising comfort or accessibility.

Equipment and maintenance

Consider energy efficiency when replacing equipment. Arrange qualified maintenance of wiring and appliances. Do not ask students to repair electrical faults.

Monitoring

Record electricity consumption and bills at regular intervals. Compare like periods while noting occupancy, operating hours and changes in equipment.

Responsibilities

Designate a staff coordinator and room-level responsibilities. Provide a clear route to report faults and unnecessary energy use.

Review

Review consumption and proposed improvements annually. Publish savings only when supported by baseline and follow-up measurements.

Approving authority: _____

Approval date and reference: _____

Effective date: _____