

OKLAHOMA STATE UNIVERSITY INSTITUTE OF TECHNOLOGY
POLICY & PROCEDURES LETTER

Energy Management Conservation Policy	5-008 FACILITY MANAGEMENT July 2009
--	--

POLICY

- 1.01 The OSU/A&M Board of Regents embraces energy conservation and takes responsibility to ensure that every reasonable effort is made to conserve energy and natural resources while exercising sound financial management.
- 1.02 Oklahoma State University Institute of Technology recognizes the importance of adopting an energy management and conservation policy in order to govern this program. Oklahoma State University Institute of Technology also affirms that the implementation of this policy will be the joint responsibility of the Board of Regents, administration, faculty, staff, students, support personnel, and Energy Education, Inc. (EEI, a private consulting company). Success is based on cooperation at all levels.

PROCEDURE

- 2.01 Each campus will maintain accurate records of energy consumption and cost of energy, and will provide verifiable performance information to the Board of Regents and Administrations at the various institutions in the System on the goals and progress of the energy conservation programs.
- 2.02 The designated campus Administrator will be accountable for energy management on his/her campus, with energy audits being conducted and feedback provided by the Energy Educator/Manager teams.
- 2.03 To ensure the overall success of the energy management program, the following specific areas of emphasis will be adopted:
 - a) EEI will administer its energy conservation and management program primarily through the Energy Education/Manager teams and Administrators.
 - b) The Board of Regents expects all personnel at each campus to make a positive contribution to maximize energy conservation and produce real energy savings.
 - c) “Energy Guidelines” will be adopted that define the “rules of engagement” in implementing our energy program.

OKLAHOMA STATE UNIVERSITY INSTITUTE OF TECHNOLOGY
POLICY & PROCEDURES LETTER

- 2.04 Further, to promote a safe, healthy learning environment and complement the energy management program, each campus will review and adhere to the preventive maintenance program and monitoring plan administered by the campus' Physical Plant for facilities and systems, including (but not limited to) HVAC, building envelope, and moisture management.