Policy for Energy & Utility Conservation

POLICY STATEMENT AND PURPOSE

Virginia Commonwealth University is a public, metropolitan, research university, supported by Virginia to serve the people of the state and nation. To ensure the university meets its mission, goals, and is accountable to the people of Virginia, it is essential that resources of all types are used wisely, effectively and efficiently. As a result the conservation of energy or utilities, which includes electricity, natural gas, fuel oil and water is paramount. Additionally, VCU’s commitment to sustainability is evidenced by being a signatory of the American College & University Presidents Climate Commitment. Our Climate Action Plan, adopted in May 2010, provides a goal to become carbon neutral by 2050 with an interim goal of a 30% reduction by 2025. Over 75% of VCU’s carbon is associated with energy and utilities. Therefore, achieving VCU’s goal requires an aggressive program for the conservation of energy and utilities.

WHO SHOULD READ THIS POLICY

This administrative policy applies to all Virginia Commonwealth University students, faculty, staff and contractors on all VCU campuses. It is the intent of this policy to offer guidance in striking a balance between comfort, function and energy conservation.

RELATED INFORMATION

VCU Energy Website: www.energy.vcu.edu
PROcedures

1. Specific conservation actions should include:
   a. Turning off unneeded lights.
   b. Unplugging unneeded appliances and chargers.
   c. When appropriate, turning off computers or using the energy saving settings.
   d. Setting thermostats appropriately.
   e. Reporting maintenance issues to FMD at 828-9444

2. During extended breaks, including holiday weekends, we should be even more vigilant in unplugging phantom loads such as:
   a. Chargers, radios and other unused devices
   b. Shutting down printers, copiers, appropriate computers and fax machines

3. General Guidance for Temperature Set Points:

   In general, cooling set points will be 75 Degrees F and heating set points will be 70 Degrees during scheduled occupied periods with the intention of maintaining space temperatures between 70 F and 75 F. During unoccupied period set points, where possible, shall be adjusted to provide for maximum energy savings, while also providing efficient warm-up/cool-down moving from unoccupied to occupied periods.

   a. Exceptions:
      1. Exceptions may be granted for health or programmatic reasons. Request for exceptions shall be directed to the Executive Director of Physical Plant.
      2. At all times, safe working environments will be maintained in Laboratory and Vivaria spaces.
      3. The use of electric space heaters is discouraged and shall be approved by the Executive Director of Physical Plant (#8-4870 or webennett@vcu.edu). Once approved, space heaters will comply with the Guidelines issued by the Environmental Health and Safety Department.
CONTACTS

1. Maintenance Zone Leader for your building:
   a. Franklin St. Zone # 8-3538
   b. Floyd/Main Zone #7-0030
   c. Clay/Leigh Zone #8-2490
   d. Marshall St. Zone #8-7270
   e. Belvidere St. Zone #7-7006

2. Campus Coordinators:
   a. Monroe Park Campus Coordinator #8-7269
   b. MCV Campus Coordinator #8-7248

3. Physical Plant Energy Manager #6-2342

4. Maintenance Problems to FMD- #8-9444