

Findings Report

Spring 2016

currentstate



foreword

This document has been prepared by Caelus for COMPANY. The contents are confidential and must not be communicated in whole or in part to any other party without the prior written approval of Caelus or COMPANY.

Caelus has prepared this document in good faith based on the information made available to it. Many factors outside Caelus' current knowledge or control may affect the finding contained in this document. The statements in this document are qualified accordingly.

The following notice applies to this document and shall be reproduced on any permitted copies.

© 2016 Caelus
All Rights Reserved.

table of contents

Results Summary..... 1

Business

Results Summary - Business..... 3

Quick Wins Impact - Business..... 4

Sustainable Practices..... 5

Carbon Management..... 7

Green Supply Chain..... 9

Office Management..... 11

Green Marketing..... 12

Green IT

Results Summary - Green IT..... 14

Quick Wins Impact - Green IT 15

IT Policies & Procedures..... 16

IT Asset Management..... 18

Information Systems..... 20

Print Management..... 22

Facilities

Results Summary - Facilities..... 24

Quick Wins Impact - Facilities..... 25

Energy Management..... 26

Air Quality..... 28

Heating & Cooling..... 30

Lighting..... 31

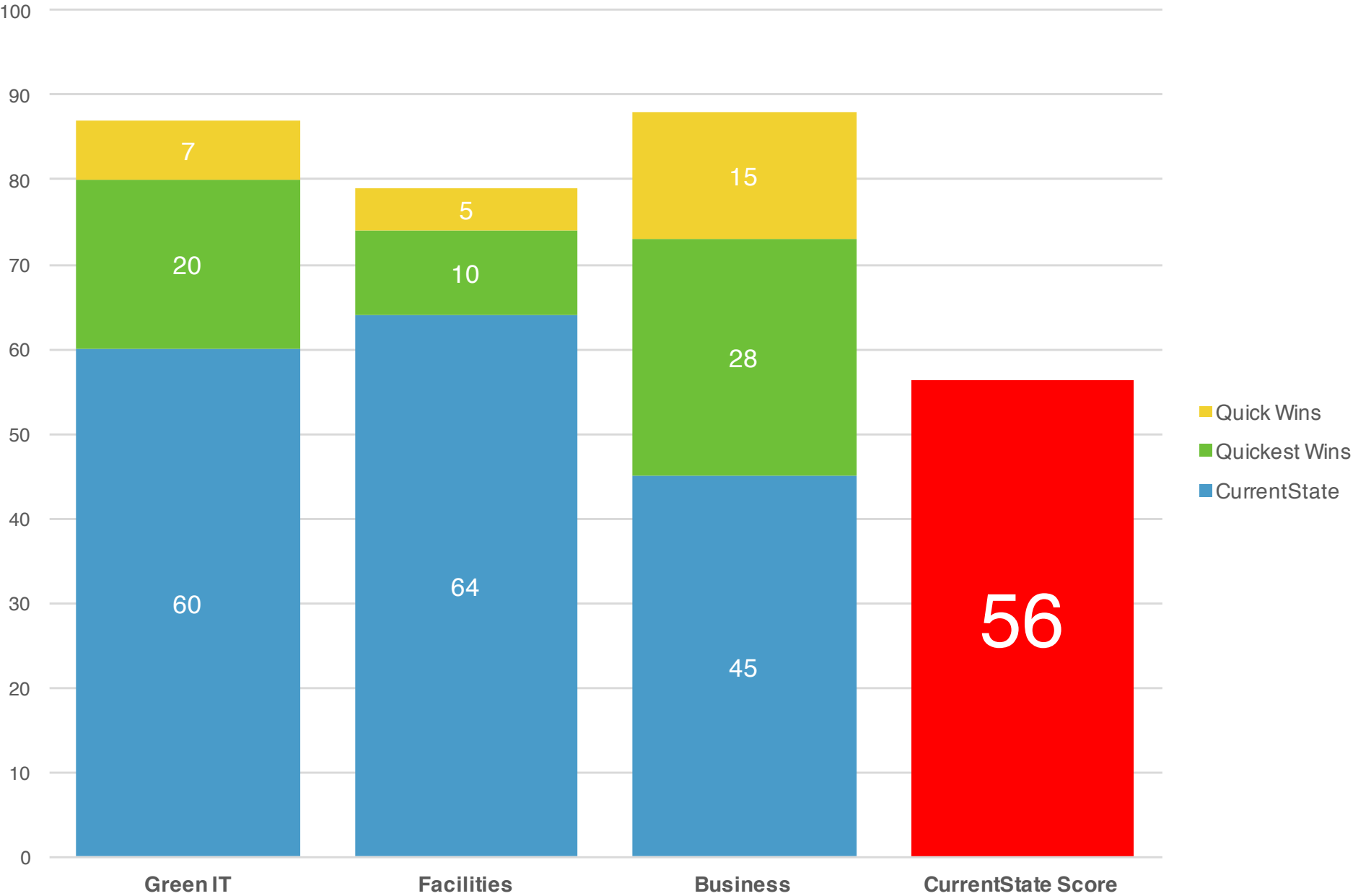
Water Usage..... 32

Furnishings..... 34

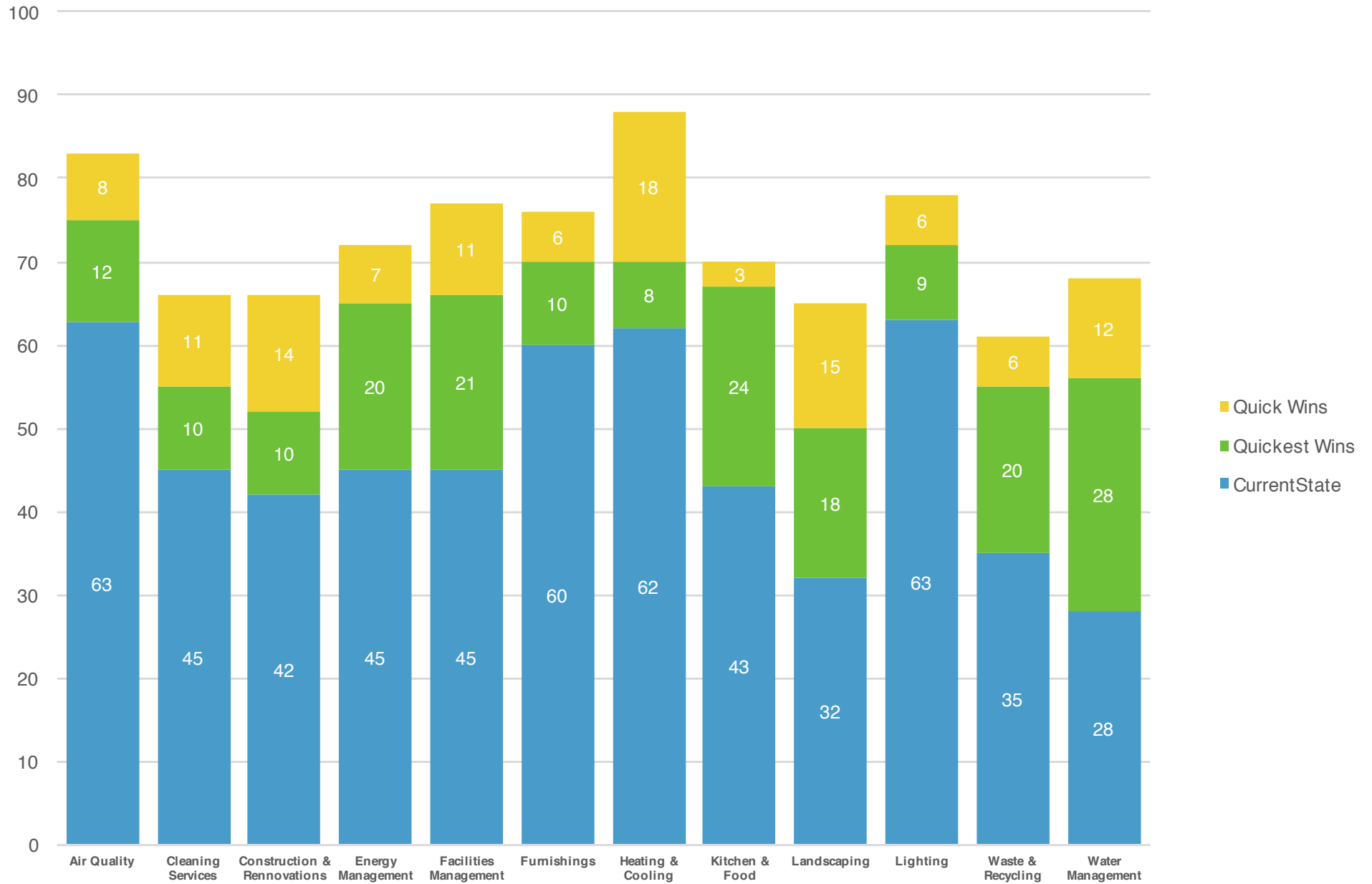
Recycling & Waste..... 35

Recycling & Waste..... 37

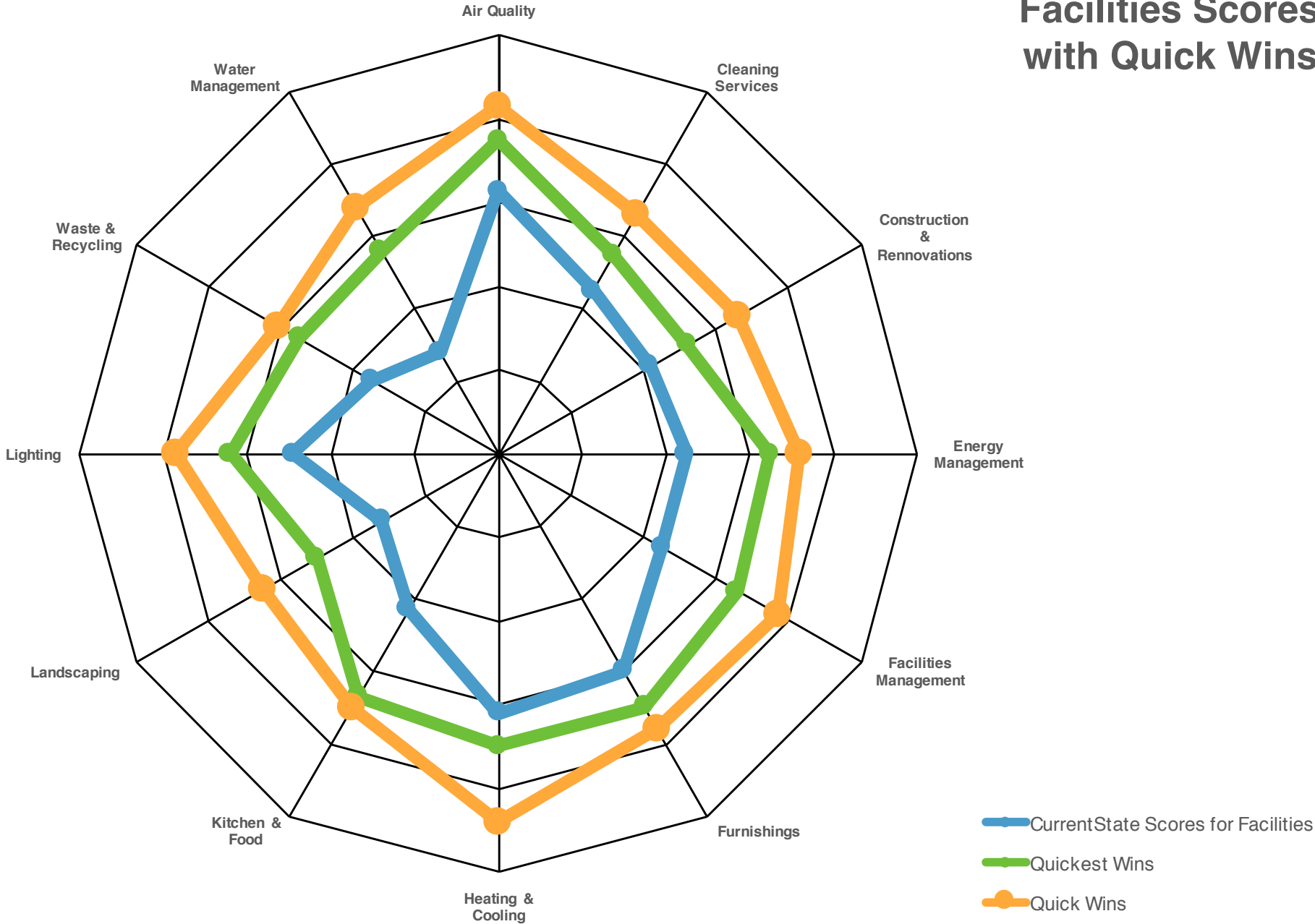
CurrentState Scoring Summary



Facilities Scoring Summary



Facilities Scores with Quick Wins



◆ **Quickest Wins** - *(After Quickest Wins are implemented, your score will be 72)*

- Find out if your company is mixing high illumination task lighting with lower illumination ambient lighting.
- Find out if your company is noting accidents at the workplace due to lack of good lighting.
- Find out if your company is noting when employees complain of eye strain.
- Find out if your company is replacing magnetic ballasts with either electronic or hybrid ballasts.
- Find out if your company is tracking lighting energy usage.
- Find out if your company is tracking your lighting costs.
- Find out if your company is using automation and sensors to turn off lights when guests leaves.
- Find out if your company is using motion detectors or timers to control lighting.

◆ **Quick Wins** - *(After Quick Wins are implemented, your score will be 78)*

- Consider establishing and maintaining a toxic material source reduction program to reduce the amount of mercury brought onto the building site through purchasing lamps (Purchasing-Lamps).
- Consider removing of excess lamps from luminaries when light levels are greater than needed.
- Consider using a policy that requires the proper disposal of CFL lamps.
- Consider using efficient street and area lighting.

lighting

- Consider replacing all existing signs with LED.
- Consider training staff to clean luminaries more frequently.
- Consider using a policy that requires the proper disposal of CFL lamps.
- Consider using efficient street and area lighting.
- Consider using lightning illuminance levels that match tasks to be conducted in areas.
- Continue conducting a lighting retrofit.

Recommendations

We would suggest that you put lighting at the top of your initial sustainability priorities. The reason for this is lighting projects have some of the best and quickest ROI and pay back periods. Additionally, many Energy Management companies will do a lighting retrofit analysis for little to no money.

Your organization is in its information gathering period for lighting. Given that your building was built in 1958 and the last major retrofit was in 1978, a lighting retrofit will save your organization significant money. The payback period average is 2.5 years.

After completing the Quicker and Quick Wins, we would suggest contacting an energy auditor (would not suggest contacting any type of lighting vendor). Enquire about the price for a full lighting retrofit. Also enquire whether they can consult in any of the following areas: daylighting, furniture placement, motion detectors and other sensors.

Finally, as the owner of your facility, you should have an electrical plan for your building. Use this plan to determine how well your lighting is metered and sub-metered. It is important to be able to separate the amount of electricity needed for lighting from your other electricity systems. If sub-metered properly, your organization will be able to better track and manage your lighting power consumption and the effect of your new lighting policy and procedures.

Prepared by Caelus

tel: +1 917 485 1778

twitter: @caelusconsult

currentstate@caelusconsulting.com

www.caelusconsulting.com

