

“THIS IS AN OPERATIONAL BULLETIN”

251030OCT10

SUBJECT: OPERATIONS ORDER 42-10 (US Army Hawaii (USARHAW) Energy Conservation Campaign) (U)

**USARHAW & USAG-HI
Schofield Barracks, Hawaii
22150010**

Reference:

1. USARPAC Memorandum: Army Energy and Water Conservation, 3 Nov 09 (encl 1).
2. IMCOM Pacific Region Energy and Water Management Policy Guidance, 4 Mar 09.
3. Army Regulation 420-1

(U) Time Zone used throughout Order: Whiskey (Local)

1. (U) SITUATION. Hawaii has the highest energy costs in the United States. It is more than double the national average.

1.A. (U) Energy prices have recently skyrocketed and have made a significant impact on USARHAW, US Army Garrison, Hawaii (USAG-HI), and the community. In FY09 USAG-HI spent over \$50 million on utilities, a number we must work to reduce.

1.B. (U) This rise in our energy consumption and costs are reflected in the attached chart (encl 2).

1.C. (U) In FY10, USAG-HI experienced a 26% decrement in BASOPS (BOS) funding. We expect a similar funding level in FY11. A significant portion of BOS funding is allocated to utilities.

1.D. (U) Money spent of utilities could be better spent on installation services (landscaping, janitorial, etc. contracts), support, and quality of life programs.

1.E. (U) These conditions necessitate a change in our mindset, behavior, and approach to energy consumption.

1.F. (U) This necessitates a community-wide effort to conserve energy, save money, and reduce pollution.

1.G. (U) As part of this effort, the CG, USARPAC published reference 1 memorandum directing all organizations operating on USARHAW installations to initiate an energy conservation

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campaign with the goal of reducing energy consumption by 3 percent per year or 30 percent by FY15.

2. (U) MISSION. The purpose of this campaign is to reduce overall USARHAW energy consumption and correspondingly reduce the amount of money we spend each year on energy. USARHAW will achieve a 3% reduction in overall energy use in FY10 and a 5-10% reduction in FY11.

3. (U) EXECUTION.

3. A. (U) Commander's Intent.

3.A.1 (U) Invest in a comprehensive marketing campaign to promote unit, individual and Family awareness, behavior modification and conservation.

3.A.2 (U) Implement Garrison and installation-wide policies, procedures, and actions designed to reduce our energy consumption.

3.A.3 (U) Encourage all USARHAW units to implement active measures to promote energy conservation, awareness, and energy reduction.

3.A.4 (U) Pursue metering of all installation facilities which will allow us to track and monitor energy consumption and thereby provide a tool for leaders to assess and adjust energy use.

3.A.5 (U) Ensure all USARHAW units implement an aggressive Building Energy Monitor (BEM) program.

3.A.6 (U) Require unit leaders/commanders and Garrison representatives to present implemented energy savings measures at quarterly Environmental Quality Control Council (EQCC) meetings or Installation Command and Staff (ICAS) forums.

3.A.7 (U) Implement a USARHAW incentive plan which will provide tangible rewards (monetary or service) to units which exemplify, demonstrate, and implement energy conservation measures and achieve reductions.

3. B. (U) Concept of Operations. The USARHAW Energy Conservation Campaign will consist of 4 main lines of operations – installation and community-wide actions, USARHAW units – mission unit actions, incentive program, and marketing campaign.

(U) Key Tasks.

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- USAG-HI and USARHAW units and organizations will initiate a robust marketing campaign to garner community, unit, and Soldier – Family awareness and support for the energy conservation effort.
- USAG-HI will implement a variety of installation and community-wide actions, policies, and procedures that will be centrally controlled to conserve energy.
- USARHAW units – mission units will place command emphasis on energy conservation and implement specific organizational programs and measures to conserve energy.
- USAG-HI will implement an incentive program, focused on unit behavior, designed to encourage and sustain energy conservation.

3.B.1. (U) Installation and Community Actions: USAG-HI and all USARHAW units will implement a variety of energy conservation and reduction measures across our installations and communities. These include, but are not limited to:

3.B.1.A. (U) Building and Facility Temperatures: Raising / Setting building temperatures no lower than 74 degrees.

3.B.1.B. (U) Air Conditioning Equipment: Turn off all ventilation and air conditioning equipment, including window air conditioners after hours. If automated systems are not installed, manually turn off cooling equipment at the end of each workday and any periods areas are unoccupied during work hours.

3.B.1.C. (U) Interior Building – Facility Lighting:

- Turn off interior lights in all unoccupied areas, even when one intends to return immediately.
- USAG-HI will, over the next five years, install occupancy sensors in as many hallways, latrines, and common areas as funding permits.
- Reduce interior building lighting to minimum IESNA/Safety standards and utilize task or specific area lighting to increase levels for specific tasks. Overhead ambient lighting will not be used to provide 100% of lighting levels in any working area.
- Maximize use of available sunlight in lieu of building lights (i.e., open window curtains and turn off a bank of lights).

3.B.1.D. (U) Outdoor Lighting:

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- Turn off all outside lights during the day. Guardhouses, access points, gas stations, maintenance areas, and storage areas are common locations where outside lighting is left on during daylight hours.
- De-lamp all vending machines or seek changes to contracts with vending machine owners to avoid providing utilities without the requirement to pay a utility charge.
- Regulate hours athletic fields are lighted and place timers on athletic field lighting.
- Reduce redundant / excessive lighting on streets and in organizational areas such as motor pools, unit administrative areas, and parking lots.
- Eliminate non-mission essential or non-life, health, and safety electronic signage from 2200 – 0600 daily.
- Actively enforce the Installation Policy mandating that Christmas lights be turned off at 2200 and only operated from the day after Thanksgiving to New Years night. Light strings must be Energy Star.
- Roving Military Police and ‘energy patrols’ will engage community residents when violations occur.

3.B.1.E. (U) Computers and Electronic Devices: Manually turn off all computers and other electronic devices when not in use or turn on the sleep mode of all Energy Star rated computers, monitors, scanners, copy machines, faxes, printers, and other such equipment so that it activates automatically after 20 minutes of inactivity. All computers and other electronic devices must be Energy Star rated in accordance with the Energy Policy Act of 2005, the Energy Independence and Security Act of 2007, and AR 420-1. Purchase of equipment that does not meet Energy Star or Federal Energy Management Program designation requirements should be restricted.

3.B.1.F. (U) Doors and Windows: Doors and windows between conditioned and non-conditioned spaces should not be rigged to stay open and weather stripping/sealing must be maintained in good repair. Active management of doors and windows that control conditioned spaces is critical to reducing energy waste and mold problems, especially in maintenance areas with air conditioning.

3.B.1.G. (U) Motors and Pumps:

- All motors and pumps having automatic controls should be operated in the auto mode and not in the manual mode which causes them to run 24/7. Very few systems require continuous operation, and a review of the requirement can reduce the operating hour of many motors and pumps.

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- Disable systems such as hot water circulating pumps that run 24/7 in facilities where hot water is not required immediately at the faucet. Consider timing controls for the pump's motors during high-use or high-demand times (e.g., early morning and/or late afternoons), which allows the motors or pumps to be off during non-occupied or low-use times.

3.B.21.H. (U) Light Bulbs:

- We will remove all incandescent lights from our installations. Incandescent bulbs in lamps and fixtures installed in offices, maintenance areas, and closets are prohibited and will be replaced.

- Incandescent lamps will be replaced with compact fluorescent, fluorescent (T-8 high performance lamps), LED lamps/fixtures, all must be Energy Star or pass Dept. of Energy criteria.

- Incandescent lights, T-12 and standard T-8 lamps will be removed from supply inventories (i.e., SSSC and self-help) and any future purchases are prohibited.

3.B.1.I. (U) Exit Lights: All exit lighting will be replaced with LED lighting fixtures or properly rated photo-luminescent signs in appropriate area (where fluorescent light or daylight "charges" them regularly).

3.B.31.J. (U) Personal Equipment:

- Except as permitted by AR 420-1, chapter 22, all refrigerators, microwaves, coffeepots, and other appliances that service only one or two persons will be removed; only the number of such appliances needed to support assigned personnel will be permitted.

- Non-Energy Star appliances will be removed from the workplace.

3.B.41.K. (U) Building Metering: USAG-HI will, over the next 5 years, implement a comprehensive building metering program which will ensure all installation facilities are metered. This will allow effective monitoring of building energy usage and provide tenant units and agency leaders feedback on their energy consumption rates.

3.B.51.L. (U) Energy Assessment Team: USAG-HI will establish an "Energy Assessment Team" responsible for conducting monthly energy assessments of installation facilities to identify potential areas of concern and energy waste. Results will be published to all tenant units (Brigade level and above) and agencies to provide situational awareness and assist their leaders in modifying behavior.

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3.B.61.M. (U) Energy Objective in Performance Appraisals: All civilian, Officer, and Noncommissioned Officer's appraisals and evaluations will include energy objective(s) to measure their performance in managing energy usage.

3.B.72.(U) USARHAW Units – Mission Unit Actions:

3.B.2.A. (U) The key to implementing a successful energy conservation program at unit level is leader engagement, increased awareness of the impacts and consequences of excessive energy use by all within the unit, and established SOPs and mechanisms to check, enforce, and monitor energy use at the lowest level (i.e., company and battalion).

3.B.2.B. (U) Building Energy Monitors (BEMs) are a key component of unit level energy conservation and monitoring programs and assisting unit commanders manage, monitor, and conserve their energy use.

3.B.2.C. (U) Each Battalion level unit and above should assign a Unit Energy Conservation Officer (UECO) who has staff responsibility for the energy conservation program in the unit. The UECO also oversees BEMs for the unit.

3.B.2.D. (U) Units should establish BEMs at the company or facility level who are responsible for execution of the unit energy conservation program and ensuring conservation compliance and awareness within their area of responsibility.

3.B.2.E. (U) UECO/BEM responsibilities are identified at encl 3.

3.B.2.F. (U) USAG-HI Form 6, provides a checklist of recommended items designed to assist BEMs in the execution of their duties (encl 4).

3.B.3. (U) Incentive Program: In order to incentivize energy conservation and increase awareness of the benefits of conserving energy (i.e., saving money), USAG-HI will implement a multi-faceted incentive program. This program will include both unit/organization and individual awards and will provide material benefits to those units/organizations/individuals which demonstrate the best elements of the Building Energy Monitor (BEM) Program/Energy Conservation Campaign. Key elements of this incentive program follow:

3. B.3.A. (U) The Building Energy Monitor (BEM) Program Manager shall administer a BEM Awards Program to recognize BEMs and personnel in their area of responsibility who make significant contributions to the Army Energy/Water Conservation Program. Recognition shall include awards for the "BEM of the Quarter," whether military or civilian, and tangible rewards for personnel assigned to their area of responsibility. The BEM Program Manager shall award at least one and up to three "BEM of the Quarter" awards each quarter (unless there are no nominations) with appropriate publicity. Awards should be presented at BEM training sessions

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or other suitable occasions to encourage other BEM's and buildings to compete for these awards. BEM of the Quarter Awards are authorized as follows:

3. B.3.B. (U) Military awardees shall receive a Letter of Commendation signed by the Garrison Commander. All awardees shall also receive a MWR gift pack, this may include complimentary vouchers for MWR facilities (e.g., Golf, Bowling, Equipment Rental, etc.).

3. B.3.C. (U) Quarterly Unit/Organization Family and MWR Award: A minimum of \$250 per single unit and as much as \$500 for up to three units, as subsidized by the DPW Recycling Program, will be issued to the unit(s)/organization(s) of the BEM awardees. The \$250 single award will be issued in the form of a certificate for use at Family and MWR facilities. Certificates can be used to offset the cost of a Unit's organized function (e.g., Unit Golf Scramble, Unit Bowling Party, Facility Usage Fees, etc.).

3. B.3.D. (U) Annual Unit/Organization Awards (Battalion/Directorate and above): The top unit/organization selected each year who demonstrates significant accomplishments in support of the Energy Conservation Campaign will be awarded up to a \$50,000 Sustainment, Restoration, and Modernization (SRM) funded project to be placed in DPW's Annual Work plan.

3. B.3.E. (U) Annual Department of the Army Individual Awards: The top three individuals selected each year who demonstrate significant accomplishments in support of the Energy Conservation Campaign will receive an Army Commendation Medal.

3. B.3.F. (U) To be eligible for the quarterly award the BEM, UECO or Unit Commander must submit a completed worksheet, available from the UECO, no later than 2 weeks after the end of the quarter the award is being given for. The BEM Program Manager will then do unannounced audits on the nominated units to verify the performance of each unit. If the BEM Program Manger has done audits on the nominated units during the subject quarter, he may use these in determining qualification for awards. All aspects of the BEM Program shall be considered in the determination, this includes electricity, water and gas (propane/natural) conservation in the subject BEM's area of responsibility and the landscaping around the building. The BEM Program Manager shall not be required to give reasons for the determination (though they may choose to do so) and their decision is final.

3. B.3.G. (U) As part of our promote energy conservation awareness, unit leaders should utilize every opportunity to highlight our conservation efforts with their Soldiers and Families.

3.C. (U) Marketing: Our marketing campaign focuses on increasing individual and community awareness of and support for energy conservation. USARHAW has launched a robust communications campaign called "You Know WATT to Do" which is designed to assist unit, directorate, and community leaders by spreading the word about energy-efficient practices and products, and facilitating partnerships with energy-related organizations in the private sector.

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The goal of the campaign is to instill energy efficiency as a basic value among Soldiers, Family members, Federal employees, and the community.

3.C.1. (U) USAG-HI is collaborating with Island Palm Communities as part of their SYNERGY (Saving Your Nation's ENERGY) resident educational program.

3.C.2. (U) The USAG-HI Energy Team conducts monthly energy assessments of installation facilities to identify potential areas of concern and energy waste. These will be published to all USARHAW units (BDE and above) and agencies to provide situational awareness and assist leaders in modifying behavior.

3. C.3. (U) Coordinating Instructions. All USAG-HI tenants will provide the name, telephone number, unit, and e-mail address of their Unit Energy Conservation Officer (UECO) to the DPW immediately upon receipt.

4. (U) **SUSTAINMENT**. None.

5. (U) **COMMAND AND CONTROL**.

5. A. (U) Command: USAG-HI, DPW is the supported staff element for this action.

5. B. (U) Control: None.

5. C. (U) Signal:

5. C.1. (U) The DPW POC is Robin Hibler, 656-3072; NIPR: robin.hibler@us.army.mil.

ACKNOWLEDGE:

DOUGLAS S. MULBURY
COL, IN
Commanding

OFFICIAL:

//ORIGINAL SIGNED//
WARD A. WEWSTLAKE
ACTING DIR, DPTMS

DISTRIBUTION:
USARHAW

NO RECEIPT ACKNOWLEDGEMENT REQUIRED

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