



DEPARTMENT OF THE NAVY
NAVAL TRAINING CENTER
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GREAT LAKES, ILLINOIS 60088-5000

NTCGLAKESINST 11300.1E
N41
AUG 31 1999

NTC GREAT LAKES (COMPLEX²) INSTRUCTION 11300.1E

From: Commander, Naval Training Center, Great Lakes

Subj: ENERGY MANAGEMENT

Ref: (a) OPNAVINST 4100.5D
(b) Executive Order 13123
(c) Executive Order 12845
(d) NTCGLAKESINST 4101.1A

Encl: (1) Electrical Load Shedding Policy
(2) Energy Management Standards for Shore Activities
(3) Heating/Cooling Schedule
(4) Energy Auditor Checklist

1. Purpose. To implement policy, objectives and goals of references (a) through (d), and assign responsibilities for the management of energy at Naval Training Center (NTC) Great Lakes.

2. Cancellation. NTCGLAKESINST 11300.1D. This instruction has been substantially revised and should be reviewed in its entirety.

3. Discussion. The monitoring of energy consumption has become a standard requirement. Increased attention to detail will be required of all members in the chain of command so that imposed goals may be achieved.

4. Policy. Management of energy resources at NTC Great Lakes is a line responsibility. All practical efforts shall be made to improve the management of the Navy energy resources in accordance with the objectives and goals of this instruction. Military readiness, safety, effectiveness and Quality of Life (QOL) are not to be compromised. The goals prescribed in paragraph 6 are achievable minimum levels which should be exceeded where feasible and cost-effective. Due to constant personnel turnover, efforts to sustain an Energy Management Program must be directed toward continuous wide range publicity and active involvement throughout the chain of command.

5. Objectives. The objectives of energy management at NTC Great Lakes are to:

a. Achieve steady progress toward mandated energy reduction goals in each successive fiscal year.

b. Reduce energy costs and achieve the maximum practical energy efficiency for our buildings.

c. Utilize money saved through energy conservation for facility repair and improvement.

6. Goals. NTC Energy Management goals (as measured against a Fiscal Year (FY) 1985 baseline) support the Federal and Department of Defense (DOD) energy programs set forth in references (a) and (b) as follows:

a. Existing Facilities. Reduce energy consumption per square foot 30 percent by FY 2005 and 35 percent by FY 2010.

b. New Facilities. Design and construction of facilities shall meet or exceed the energy performance standards applicable to Federal residential or commercial buildings set forth in 10 CFR 435, local buildings standards, or other specified limits, whichever results in the lowest life-cycle cost.

c. Equipment. Reference (c) directs that all acquisitions of microcomputer equipment, including personal computers, monitors, and printers meet "EPA Energy Star" requirements for energy efficiency. Additionally, energy saving devices for existing computer systems should be incorporated whenever possible.

7. NTC Complex² Energy Conservation Board. The NTC Energy Conservation Board is an advisory group reporting to Commander, Naval Training Center (CNTC). The organization, authority and tasking of the Board is set forth in reference (d).

8. Action.

a. Assistant Chief of Staff (ACOS) for Installations and Environment (N4) shall serve as the principal advisor to CNTC on energy related matters. Specific tasks follow:

(1) Develop and implement NTC Complex² energy policies and procedures.

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(2) Actively pursue development and implementation of projects to reduce energy usage.

(3) Maintain a status of Energy Conservation Investment Program (ECIP), Energy Cost Avoidance Program (ECAP), and locally funded projects developed for energy conservation purposes.

(4) Promote and enhance the general awareness of energy resource management and conservation efforts.

(5) Keep CNTC advised of progress and problems encountered in executing energy conservation efforts.

(6) Maintain data showing cumulative heating degree days and plots of three-day sums of degree days. Director, Planning and Programming (N41) shall advise N4 when to turn on heating/air conditioning for the different facility categories, based on degree day records and the immediate future forecast. N41 shall pass authorization to commands having sub-custody responsibility for NTC facilities when approved by the ACOS.

(7) Monitor data from the Energy Audit Report (EAR) for all NTC Complex² reporting activities to analyze progress toward mandated goals.

(8) Assist NTC Component and Tenant Commanding Officers/Officers-in-Charge and Simplex Department Directors in determining a level of compliance that would be feasible without jeopardizing the mission and ensure that all personnel are cognizant of the load shedding requirements outlined in enclosure (1).

(9) Appoint the NTC Complex Energy Manager.

(10) Maintain a data base and coordinate the training of Building Energy Monitors (BEMs), and new personnel assigned to these positions.

(11) Using Life Cycle Costing (LCC), review all energy projects for potential of submission under either the ECIP or ECAP programs.

(12) Review all lighting projects to ensure energy efficient systems are being installed, and that the projects are

either mission related or required for the safety of personnel and equipment.

b. The NTC Complex Energy Manager will serve as a member of the Energy Conservation Board identified in reference (d). Additionally, the Energy Manager will assist N41 in implementing the objectives of the Energy Management Program for NTC Complex².

c. NTC Component and Tenant Commanding Officers/Offices-in-Charge and Simplex Departments shall:

(1) Adhere to the energy management standards and schedules established in enclosures (1) through (4).

(2) Appoint a Building Energy Monitor (BEM) for every building or groups of similar buildings. This position, although a collateral duty, should be filled by a responsible senior enlisted or civilian, with a minimum of 12 months remaining. Prior to being relieved, incumbent BEM shall provide training and have a turnover with the new BEM.

(3) Submit all lighting projects to N41 for review and approval. Only projects that meet the criteria of being energy efficient and necessary for mission accomplishment or safety will be considered.

d. Building Energy Monitors (BEMs) shall:

(1) Tour spaces on a routine basis, utilizing BEM Checklist, enclosure (4). As a minimum, BEMs should be aware of obvious items that can be corrected in lighting, heating and air conditioning.

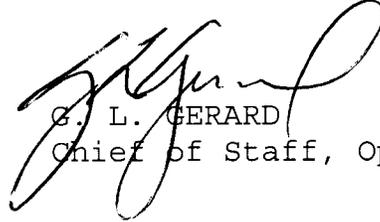
(2) Take the necessary action to correct energy discrepancies either by using activity resources or contacting the N41 Trouble Desk at extension 4463.

(3) Notify either N41 or the Energy Manager on all items that cannot be resolved through the trouble desk.

e. Navy Public Works Center (PWC) Great Lakes shall provide heating degree day data, as described in enclosure (3), to N41 using the following schedule:

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1 December to 28/29 February: Weekly
1 March to 31 May: Daily
1 June to 31 August: Weekly
1 September to 30 November: Daily



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