



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 4<sup>th</sup> INFANTRY DIVISION AND FORT CARSON  
6105 WETZEL AVENUE, BUILDING 1435  
FORT CARSON, COLORADO 80913-4289

REPLY TO  
ATTENTION OF

AFYB-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: FY17/FY18 Command Net Zero Energy, Water, and Waste Policy

1. **PURPOSE.** To set forth Installation policy and understanding concerning the commitment to conserving energy and water and reducing waste in the most efficient and cost-effective manner possible. To provide requirements for accountability of Army military and civilian personnel to conserve energy and water and reduce waste through recycling. This memorandum outlines my policy and establishes responsibility for the implementation of the Command Net Zero Energy, Water, and Waste Policy. Effective implementation of this program will reduce energy, water, and waste thereby conserving utility dollars and helping Fort Carson achieve progress toward its Net Zero goals.
2. **REFERENCES.**
  - a. Executive Order 13693-Planning for Federal Sustainability in the Next Decade, 19 March 2015
  - b. Army Directive 2014-02 (Net Zero Installations Policy), 28 Jan 2014
  - c. Army Regulation (AR) 420-1, Army Facilities Management, 24 August 2012
3. **APPLICABILITY.** This memorandum is applicable to all Brigades, Separates, Battalions, Garrison activities and agencies, and contractors assigned or attached to Fort Carson. I hold commanders/directors responsible for the effective implementation of this policy.
4. **POLICY.** In line with Army Directive 2014-02 (Net Zero Installations Policy), I expect commanders/directors to implement an effective Net Zero Energy, Water, and Waste Program. This policy letter outlines practices I expect you to implement to help achieve energy, water, and waste goals. All Fort Carson Units, Directorates, and Tenants will ensure that energy, water, and waste considerations are included in the functional responsibilities of their agencies, staffs, and commands, and in the functional responsibilities of their subordinate elements Post-wide.
  - a. Commanders/directors will ensure that a Facility Manager is assigned for every building. Units are encouraged to have a battalion-level Facility Manager to provide oversight and coordination amongst company-level Facility Managers occupying the

same buildings. The duties of facility managers on Fort Carson are expanded to include Net Zero energy, water, and waste responsibilities and to serve as the point of contact for all Directorate of Public Works (DPW)-related facility issues.

(1) Facility Managers are provided the Facility Manager Standard Operating Procedure (SOP) (see encl), which is a valuable tool to aid them in performing their duties and identify areas where energy, water, and waste can be reduced.

(2) Facility Managers can enroll in the DPW Facility Management Class by contacting Mr. Dennis Rundle, Troop School, at (719) 526-5436 or by email: [dennis.j.rundle.civ@mail.mil](mailto:dennis.j.rundle.civ@mail.mil).

(3) Facility Managers need to be registered with the DPW Net Zero Outreach Coordinator, Ms. Susan Galentine at (719) 526-4320 or [susan.c.galentine.ctr@mail.mil](mailto:susan.c.galentine.ctr@mail.mil).

b. Everyone on Fort Carson plays an important role in helping to achieve Net Zero energy, water and waste objectives. The Facility Manager SOP (see encl), also available online at [www.carson.army.mil/DPW/](http://www.carson.army.mil/DPW/), provides detailed information about facility management and DPW programs available to help support all building occupants.

c. There are day-to-day individual actions required of Soldiers and civilians to help conserve energy and water and reduce waste. The following are the top 10 actions I expect all to practice. This list highlights key personal actions toward Net Zero, but is not all-inclusive. The Facility Manager SOP provides full guidance for unit and individual requirements.

(1) Keep building heating temperatures at or below the Command directed temperature settings during the heating season. Most Fort Carson facility temperatures are centrally controlled by the DPW for heating and cooling. During heating season (mid-October until mid-May), barracks and offices space temperatures are maintained between 68 and 72 degrees during occupied hours. Medical facilities will keep the temperature in their facilities at 72 degrees and Child Development Center/Youth facilities no warmer than 74 degrees. Maintenance shops, bays, supply areas, warehouses, gymnasiums, and hangars should be set between 55 to 65 degrees. During unoccupied times, all facilities should be set back to 55 degrees.

(2) Keep building cooling temperatures at or above the Command directed temperature settings during the cooling season. During the cooling season (mid-May until Mid-October), areas with air conditioning will not be cooled to a temperature lower than 74 degrees. Medical facilities are authorized a cooling temperature no lower than 70 degrees. Air conditioning units that have thermostatic controls must be operated to comply with the authorized cooling temperatures. An approved work request (DA Form 4283, Facility Engineering Work Request) through the DPW's Business Operations and Integration Division is required before installation of any window air conditioners.

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(3) Turn off personal computers at the end of the work day unless otherwise directed by the Network Enterprise Center. Also, program scanners, copy machines, faxes, printers, and other electronic equipment with sleep modes to deactivate automatically when not in use. The use of smart power strips may be used to support this requirement.

(4) Eliminate the possession and use of personal appliances, including refrigerators, microwaves, and coffee warmers.

(5) Turn off lights during the day in areas if daylight is sufficient. Use task lighting when possible rather than overall room illumination.

(6) Close doors and windows during heating and cooling seasons to avoid wasting energy.

(7) Wash military vehicles at the Central Vehicle Wash Facility (CVWF). Tactical Equipment Maintenance Facility wash racks are intended for maintenance cleaning only. Hoses used for washing vehicles must have a positive shutoff nozzle.

(8) Military units will perform single stream recycling for common office and barracks waste (cardboard, mixed paper, aluminum and tin cans, glass bottles and plastics) and service all interior recycling containers and stations within their facilities by dumping them routinely into appropriate recycling dumpsters provided by the DPW Recycle Program staff.

(9) Civilian organizations will perform source-separate recycling. They will separate recyclables as listed into individually labeled recycling containers provided and serviced by the DPW Recycle Program staff in civilian organization buildings.

(10) If there is a problem with building temperatures, lighting adequacy, or faucet, shower or toilet water leaks, call in a service order to the DPW to address the issue at (719) 526-5345.

5. DPW POC for this memorandum is Mr. Joe Wyka, the DPW Operations and Maintenance Division Chief, who can be contacted by calling (719) 526-2215 or by emailing [joseph.e.wyka.civ@mail.mil](mailto:joseph.e.wyka.civ@mail.mil).

Encl  
FM SOP

  
RYAN F. SONSALVES  
Major General, USA  
Commanding

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