



DEPARTMENT OF THE ARMY
HEADQUARTERS, 4TH INFANTRY DIVISION AND FORT CARSON
6105 WETZEL AVENUE, BUILDING 1435
FORT CARSON, CO 80913

**COMMAND POLICY
CG--21**

AFYB-CG

NOV 14 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: FY15 Command Energy Policy

1. **PURPOSE.** To set forth Installation policy and understanding concerning the commitment to consuming energy in the most efficient, cost effective, and environmentally-responsible manner possible. To provide guidance for accountability of the Army civilian and military personnel to eliminate energy waste, reduce dependence on fossil fuels, and improve energy security. This memorandum outlines my policy and establishes responsibility for the implementation of the Command Energy Policy. Effective implementation of this program will eliminate energy waste, conserve utility dollars, and help Fort Carson achieve progress toward its Net Zero goals.

2. **REFERENCES.**

- a. Energy Independence and Security Act 2007
- b. Energy Policy Act of 2005
- c. Executive Order 13423-Strengthening Federal Environmental, Energy and Transportation Management, 24 January 2007.
- d. Executive Order 13514-Federal Leadership in Environmental, Energy and Economic Performance, 05 October 2009.
- e. UFC 3-400-01 Energy Conservation
- f. Army Regulation (AR) 420-1, Army Facilities Management, 24 August 2012.
- g. AR 190-11, Physical Security of Arms, Ammunition and Explosives

3. **APPLICABILITY.** This memorandum is applicable to all Brigades and Battalions, Garrison activities and agencies, and contractors assigned or attached to Fort Carson. I hold commanders/directors responsible for the effective implementation of this important policy.

4. **POLICY.** Efficient use of energy is and will remain a Command priority. I expect commanders/directors to implement an effective energy program IAW AR Reg 420-1,

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Chapter 22. This policy letter outlines practices I expect you to implement to help achieve energy reduction goals. All Fort Carson Units, Directorates and Tenants will ensure that energy 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 (FM) position is assigned for every building. The duties of FMs 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) The FMs are provided a Facility Energy Conservation Checklist, FC Form 22-1E, Dec 2013, (see encl) which is a valuable tool to help routinely perform building checks and identify areas where energy and water waste could be eliminated. This checklist can assist the FM with implementation of this policy within their assigned building/s.

(2) The DPW will continue to assist Units through energy use reduction projects, courtesy energy audits and education initiatives.

(3) The DPW will provide energy conservation training for FMs at the monthly DPW Facility Management Class, twice a year at Fort Carson Facility Energy Training events and during the Environmental Protection Officer Course.

(4) 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.

(5) Facility Managers shall be registered with the DPW Net Zero Outreach Coordinator by calling (719) 526-4320 or by email to susan.c.galentine.ctr@mail.mil.

b. During heating season, Fort Carson facility occupants will ensure proper use of heating systems to reduce waste.

(1) The DPW will maintain appropriate heating temperatures for those systems controlled by the Energy Management Control System (EMCS).

(2) Barracks and offices space temperatures will be maintained between 68 and 72 degrees during occupied hours.

(3) Medical facilities will keep the temperature in their facilities at 72 degrees and CDC/Youth facilities no warmer than 74 degrees.

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(4) Maintenance shops, bays, supply areas, warehouses, gymnasiums, and hangars should be set between 55 to 65 degrees.

(5) During unoccupied times, all facilities should be set back to 55 degrees. Buildings will be monitored during cold periods to prevent freeze damage.

(6) Space heaters are not authorized for use unless inspected by the Fort Carson Fire Department and supervisor approved. Space heaters consume a great deal of energy and can be dangerous if not used properly. An approved space heater must contain a tip over switch and not be set on combustible materials. If the facility heating system is not adequate, contact the DPW operations and maintenance contractor, Fort Carson Support Services (FCSS), Service Order Desk at 526-5345 for repairs/modifications. (Reference: AR 420-1, Chapter 22-12).

c. During cooling season, Fort Carson facility occupants will ensure proper use of cooling systems to reduce waste.

(1) The DPW will maintain appropriate cooling temperatures for those systems controlled by the EMCS.

(2) Areas with air conditioning will not be cooled to a temperature lower than 74 degrees.

(3) Medical facilities are authorized a cooling temperature no lower than 70 degrees.

(4) Air conditioning units that have thermostatic controls must be operated to comply with the authorized cooling temperatures.

(5) Air conditioners will not be turned on when outside temperature is below 72 degrees. Air conditioners must be turned off at close of business each day unless the facility is occupied or has sensitive equipment needing the cooling (i.e. mainframes, servers).

(6) 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.

d. Fort Carson facility occupants will prevent infiltration, which is heat lost or gained due to outside air entering a building through cracks around windows, doors, and through the outside shell of the building structure. Not only does it cause discomfort to occupants, it is also a major contributor to unnecessary heating and cooling costs and energy losses.

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(1) Ensure outside doors, bay doors, and windows are closed and sealed when the heating or cooling system is operating.

(2) Keep south facing blinds/drapes open during sunny but cold days to bring in solar heat.

(3) Repair damaged or missing weather stripping or caulking by calling in a service order to FCSS at 526-5345.

e. Fort Carson facility occupants will make the best use of high-efficiency lighting and day lighting in all facilities. Lighting is a major energy consumer on Army installations.

(1) Ensure exterior lights are off during the day.

(2) Turn off interior and exterior lights at night in unoccupied areas except when lights are essential for safety and security purposes outlined in AR 190-11.

(3) Turn off lights during the day in areas if daylight is sufficient.

(4) Ensure all light bulbs are replaced with compact fluorescent bulbs in incandescent fixtures where feasible such as floodlights, floor lamps, and other fixtures. Incandescent bulbs are no longer authorized.

(5) Select modest holiday lighting and powered decorations for all facilities and in housing while keeping energy conservation in mind. Light-emitting diode lights, known as LED, are recommended.

f. Fort Carson facility occupants will minimize the energy consumption from plug loads or receptacle loads, which are a significant source of Army energy consumption.

(1) Eliminate the possession and use of personal appliances, including refrigerators, microwaves, and coffee warmers. They are not authorized for individual work areas unless supervisor approved. Refrigerators are authorized in communal break areas, with the refrigerator size based on number of people supported. Use one cubic foot per person as an average to determine size and quantity of refrigerators that are appropriate. Exceptions are allowed for general officers and commanders who have conference room meeting requirements that justify the single use (reference: AR 420-1, Chapter 22-12).

(2) Turn off personal computers (PCs) at the end of the work day. When the PCs are turned on at the start of the day, they will be patched and rebooted automatically by the Network Enterprise Center.

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(3) Turn off PC monitors when not needed for 5 minutes.

(4) Program scanners, copy machines, faxes, printers, and other electronic equipment with sleep modes to activate automatically when not in use.

(5) Where possible, turn off the power to small transformers attached to office equipment, cell phone chargers, etc. Small transformers consume up to five watts of power even when the equipment is turned off.

(6) Buy energy-efficient or Energy Star-labeled appliances and equipment.

5. The POC for this memorandum is Mr. Scott Clark at (719) 526-1739.

Encl
as


PAULA LaCAMERA
Major General, U.S. Army
Commanding

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