

FEBRUARY 2009 LOSS PREVENTION NEWSLETTER
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PLAN AN ENERGY MANAGEMENT “WALK-THROUGH “
AS A MANAGEMENT STRATEGY FOR THE ECONOMIC CRISIS

Several areas of the property will be presented as examples to be implemented by your staff considering the specific installations and special needs of your property and its service function to your guests and clients.

MEETING AND FUNCTION ROOMS.

- Are lights turned off in rooms not in use?
- Have you designated an individual to be responsible for lighting and ventilating for meeting and function rooms?:
- Do you have exact identity of what is controlled by each light switch in an electric panel box or wall switch? (OSHA requires that for the electrical panels. It also requires the electric panel box be locked when not in use)..
- Do you require night cleaners to turn lights on only in the area where they are working? Do they turn the lights off when the room has been serviced?
- If it will not affect temperature control, do you have cleaning staff open draperies and raise shades so natural light can be used for cleaning a room following a function? Do you have standard lighting plans for meeting and convention facilities?
- Have you replaced lamps with lamps of smaller size and have you removed excess lamps?
- Do you keep walls, ceilings, and floors clean enough to reflect light better so less artificial light is needed; use paint that reflects light.
- Have you evaluated the new generation of lighting and introduced use of the new units to maximize the efficiency of lighting with a reduction in costs?
- Have you scheduled regular cleaning of light fixtures and lamps?

CHECK ENERGY USAGE IN THE KITCHEN

Kitchens represent 10 to 15 percent of total property energy usage. 60 to 70 percent of that energy is used for appliances and cooking. The following tips can assist you in achieving greater energy savings in your kitchen's food preparation.

- Is cooking equipment turned on only as needed? Do not preheat more than 30 minutes.
- Do you schedule baking or roasting so that oven capacity can be fully utilized, thereby reducing operating hours? Maintain a 2-inch clearance in standard ovens for good air circulation. Less clearance is required in forced air circulation ovens.

- Is frozen food thawed in the refrigerator? Food will thaw while reducing the energy demand of the refrigerator.
- Have timers been installed for kitchen equipment to automatically control cooking time? (Every second an oven door is open, the temperature will drop by 1 degree F.)
- Have you insulated fry kettles? Military facilities have cut cooking time by 25 percent by an application of external insulation.
- Are all pots and pans at least 1-inch larger than the burner so you are not cooking air around the base of the pot or pan?
- Do you stagger start-up times for food preparation equipment to reduce high peak demand charges on the electric bill?
- Is hot water running in sinks without any purpose?
- Does staff pre-plan recipe completion so as to reduce the number of times for entering walk-in, or reaching in reach-in refrigerators?

LAUNDRY

- Are staff instructed to never overload the dryer? Air can't circulate as well and more energy is required to completely dry the load in an overloaded dryer. A fire prevention tip: Do not remove items until the drying and cooling cycles are complete. Removal of materials that retain heated moisture can be the source of spontaneous combustion when placed in temporary storage in canvas or plastic wheeled equipment.
- Does staff separate heavy and light fabrics when drying so the drying demand is focused on the type of fabric in the dryer?
- Are laundry workers instructed to never add wet items to an almost dry load? It is a waste of energy. Dry back-to-back loads instead to take advantage of the dryer's heat. However, for efficiency of heat flow and for fire prevention, clean lint from screens between loads.

VENTILATION

- Not only in ventilation but in all systems requiring calibration, is there a regular maintenance program for maintaining accurate readings? For ventilation purposes are thermometers and thermostats accurately calibrated to measure the temperature of in-take air and the room demand for certain levels of heating or cooling? Variations in the outside temperature throughout the year can increase energy costs if those temperatures are not monitored, controlled and integrated with inside air needs and demands.
- Have you considered installation of a controlled temperature band in the thermostat? Such an installation could limit delivery of cool air to 70 degrees F.; and warmed air to a maximum of 78 degrees F.; or other limits set by you.
- In your duct delivery system are you sure there is no insulation on the inside of the ducts? Such insulation creates a major indoor air quality problem as it traps grease and dirt and can sharply reduce air flow with resultant energy demand.

HEATING OF WATER

- Do you have a strict policy on heating of water? The practice of delivering 140 degrees to 145 degrees F water at the faucet is a three-pronged threat: (1.) It needlessly uses

energy in the heating process. (2). It increases water consumption as the user for normal sanitary washing needs must add cold water to make it possible to use the water. (3) It invites litigation related to scalds. A “rule of thumb” is to preferably deliver water at the faucet at 110 degrees F. The cost of a booster on lines requiring higher temperatures, such as for a dishwasher, will be quickly recovered through savings on the initial heating of the water.

TIME FOR SPRING CLEANING

- Remember the old spring clean-up slogans? Clean-up! Paint-up! Fix-up!
- Clean up is an important element in any effective energy management program. Be sure all equipment and systems are clean, both inside and out. When replacing motors, check efficiency ratings and whether the motor is sealed. The problems of lubrication are resolved, as is the clean-up relating to spilled oil and resultant grease and grime
- Paint-up should be after the removal of rust, flaked paint, dirt and grime. Don't just paint over as the heat of summer will quickly undo the spring paint-up job.
- .Fix-up deals with repairs to a large extent; but also serves as a reminder to implement a preventive maintenance program.

A FEW FINAL WORDS!

These materials have been excerpted from the archives at www.losspreventionbulletin.com. Go to that source and enter energy management into the search engine. There are numerous suggestions that can be integrated into an effective program at your property. The articles can be integrated into a check list or other device, including bulletins or inserts to your employee publications as there is no copyright on the materials. Acknowledgement of the source would be appreciated.

Finally, it is hoped the above approach to a department-by-department review can be implemented at your property and an Energy Action Group or similar organization can substantially contribute to savings during the current downturn.