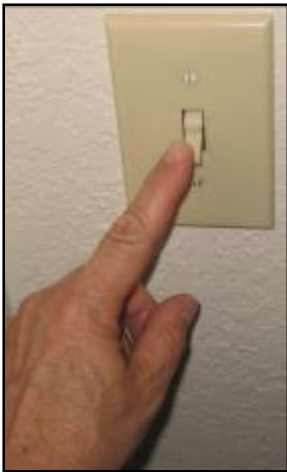


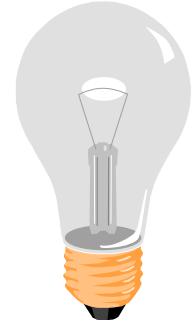


X	Basic Skill
X	Counter Measure
O	Accessibility
X	Safety
O	Mistake Proofing
X	Productivity

Energy – “Turn-It-Off” program



The simplest and most effective way to save energy is to **turn off** equipment that is not needed. Manufacturing equipment, office equipment and building services equipment should all be shut off or put into idle mode when not needed.



- Design and display posters that encourage participation from all employees.
- Install motion sensors to turn off lights when rooms are not occupied
- Install time clocks on exhaust fans to turn off during unoccupied hours.
- Display “Turn-it-Off” instructions with pictures.
- Plan “Turn-it-Off” Weekend and Holiday events.
- "Identify champions; assign responsibility and accountability"
- Electric utility meters or building energy management systems can easily monitor day time and night time consumption to track the effectiveness of “Turn-it-off” efforts.

