

Best Operating Practices for Buildings (Government and Private Buildings): Lighting System:

Sr. No.	Best Operating Practices	Percentage Saving Potential
<i>Operational Measures</i>		
1	Segregation of switches in designated areas so that day light can be utilized optimally.	>30%
2	Optimization of light operations during non-occupied hours (including night time)	>20%
3	Review of timer settings for outdoor lights, if any	>5%
4	Optimization (identification excessive lights and switching off) of parking lights during weekends	>10%
5	Creating awareness towards use of existing segregated switches	2-3%
6	Creating awareness towards switching of lights during non-occupied hours and while leaving cabin/floor.	>5%
<i>Control Measures</i>		
1	Installation of occupancy sensors in washrooms, meeting rooms, store (filing) rooms, MV Panel room, pump room	>30%
2	Installation of timers for cabins and corridors during non-occupied hours (with manual override)	>30%
<i>Replacement/Retrofit Measures</i>		
1	Replacement of 55 W, 36 W & 18 W FTL, 2 x 18/26 W CFL and 2 x 55 PL Fixtures with LED fixtures.	>40%
2	Replacement of 50 W Halogen spot lights with 5 W LEDs	>70%

HVAC System:

Sr. No.	Best Operating Practices	Percentage Saving Potential
Operational Measures		
1	Cleaning of chiller condensing coils (Recommended twice in a month; however at least once in a month to be followed) and AHUs filters on monthly basis.	2-3%
2	Maintain set temperatures of 21 - 22 Deg C in uniformly in buildings.	2-3%
3	Increasing temperature set points after office hours and shut down chillers, pumps and AHUs (selected) during night time (4 - 5 hours)	>15%
4	Installation of Shades on chiller condenser coils	1-2%
5	Creating awareness towards switching off (or keep on low mode) after office hours	~3-4%
Control Measures		
1	Installation of timers for Chiller, AHUs and Chilled Water pumps to optimize operational hours during night hours.	>15%
2	Installation of Programmable Thermostat for FCU units to maintain required temperature during office hours and higher set temperature after office hours (with manual override of 30 minutes)	>5%
3	Synchronization of HVAC utilities operation with BMS system	>5-10%
4	Installation of Occupancy sensors for 50% of the lights	>30%
Replacement/Retrofit Measures		
1	Releasing washroom exhaust (22 – 23 Deg C Air) near chiller condenser units.	>3-4%
2	Cold/hot Aisle arrangements in data centre to save on precision air cooling requirement.	~3-4%

Plumbing System:

Sr. No.	Best Operating Practices	Percentage Saving Potential
1	Installation of Aerators in washbasin or change of wash basin taps in order to achieve 1 GPM flow	>25%
2	Replacement with water efficient Hands Spray	>30%
3	Optimization of water flush rate by adjusting knob or putting air balloons	>15%
4	Use of Automatic wash basin taps (motion sensors)	>10%

General:

Sr. No.	Best Operating Practices
1	Maintaining logbook for recording of electricity and water consumption by the facility.
2	Regular calibration of monitoring equipments to be carried out.
3	Use of reminder/awareness stickers for computers, lights switches, AC units and other loads to increase awareness in users.