





# Demand Response Event Day Action Plan

Events typically occur between 2—6 p.m.

## Sample Demand Reduction Strategies for Your Office

### Reduction Strategies by Type of System

#### Lighting

- Dim lighting when/where safe.
- Turn off 1/4 or 1/3 of the lights.
- Dim or turn off perimeter lighting.

#### Central Plant

- Increase space temperature.
- Reset chilled water temperature (CHW).
- Reduce central plant loading.
- Cycle air conditioner units.
- Pre-cool the building.
- Turn on absorption chiller.
- Use thermal energy storage (TES).

#### Air Systems Supply/Return

- Cycle fans in constant air volume (CAV) HVAC systems.
- Apply ventilation control.
- Set CFM/RPM limits.
- Reduce duct (static) pressure on fans in variable air volume (VAV) HVAC.
- Reset space temperature.

#### Misc. Motors and Other Loads

- Cycle or shut down old style motor-generator elevators.
- Minimize garage exhaust fans in the afternoon using a carbon monoxide (CO) sensor.
- Turn off all equipment not in use.
- Delay dishwashing and laundry processes.
- Adjust vending machines.
- Use on-site backup generators with emission permits.

#### Process Facilities

- Shift production to non-event hours or reduce production.
- Reduce process motors, conveyors, and pumping loads.
- Limit air compression operation.
- Sub-cool in cold storage facilities.
- Charge equipment during non-event hours.
- Schedule maintenance during event hours or staff meetings.

### Reduction Strategies by Type of Building

#### Office Buildings

- Cycle load and reset temperatures for air conditioning.
- Reduce fan speed or reset duct pressure control.
- Operate print facilities during off-peak hours.
- Shut down vending machines for short periods of time.
- Enlist tenants to turn off unused office equipment.
- Reduce overhead lighting and use task lighting.

#### Hotels & Motels

- Turn off ornamental lighting and signage.
- Turn off fountains and swimming pool pumps.
- Reduce central plant chiller loading.
- Reduce lighting and cooling in unused banquet halls.
- Turn off ambient music, TV's and marketing displays.

#### Hospitals

- Delay laundry processes and dishwashing.
- Reduce use of elevators or escalators.
- Use daylight in the afternoon.
- Turn off non-essential lighting, such as hallway lighting and display lighting.

#### Retail Industries

- Reduce use of vertical transportation.
- Reduce use of ornamental features.
- Reduce use of lighting displays.
- Reduce overhead lighting to 2/3

#### Grocery Stores & Supermarkets

- Reduce lighting levels.
- Delay electric resistance defrost control.
- Delay anti-sweat heaters.
- Reduce air conditioning.

#### Schools

- Use reset thermostats or reduce central plant chiller loading.
- Shut down unused classrooms and facilities.
- Assess swimming pool pumps, use of kitchen, and cafeteria equipment.
- Reduce use of energy-intensive laboratories.