



DEPARTMENT OF THE NAVY

COMMANDING OFFICER  
NAVAL STATION  
PEARL HARBOR, HAWAII 96860-6000

NAVSTAPEARLINST 11300.1H CH-4

20 -  
DEC 31

NAVSTA PEARL INSTRUCTION 11300.1H CHANGE TRANSMITTAL 4

Subj: ENERGY CONSERVATION PROGRAM

1. Purpose. To revise frequency of Energy Conservation Council Meetings.

2. Action.

a. Revise paragraph 6a, first sentence to read:

"The Command Energy Conservation Council meets at 1000 on the second Wednesday of the first month of each quarter in room 217, building 150."

b. Revise paragraph 6b(1) to read:

"Attend the quarterly ECC meeting or appoint a substitute to attend."

V. C. GOODMAN  
By direction

Distribution:

NAVSTAPEARLINST 5605.2B

List I, Case 1 (NAVSTA PEARL depts/offices)(less Code 20, HASP)  
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List II, Case 1 (Commands/Activities for which NAVSTA PEARL  
provides support/services - tenants)

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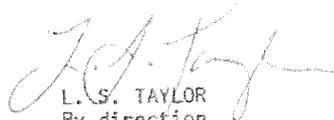
NAVSTA PEARL INST 11300.1H CH-3  
20:RPK  
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NAVSTA PEARL INSTRUCTION 11300.1H CHANGE TRANSMITTAL 3

Subj: ENERGY CONSERVATION PROGRAM

Encl: (1) New Pages 1 and 2, and Enclosures (1), (8) and (11)

1. Purpose. To issue enclosure (1).
2. Action. Insert new pages into the basic instruction.

  
L.S. TAYLOR  
By direction

Distribution:

NAVSTA PEARL INST 5605.2

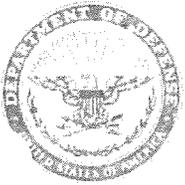
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CH-3 of 1 MAY 1989  
NAVSTAPEARLINST 11300.1H  
216:RB  
2 MAY 1989

NAVSTA PEARL INSTRUCTION 11300.1H

Subj: ENERGY CONSERVATION PROGRAM

Ref: (a) OPNAVINST 4100.5C

Encl: (1) Energy Conservation Council Roster  
(2) Electrical Power Conservation Checklist  
(3) Water Conservation Checklist  
(4) Steam/Compressed Air Conservation Checklist  
(5) UOPH/UEPH Conservation Checklist  
(6) Transportation Fuel Conservation Checklist  
(7) Food Service Conservation Checklist  
(8) Air Conditioning Conservation Checklist  
(9) Building Monitor Duties  
(10) Building Monitory Energy Conservation Checklist  
(11) "Kilowatt Killers"/Energy Conservation Ticket Policy.  
(12) Energy Contingency Plan (Minimal, No Denote and Maximum)  
(13) Christmas Lighting Plan  
(14) Request for Annual Waiver of Air Conditioning Hours of Usage  
(15) Request to Purchase/Install Air Conditioning

1. Purpose. To implement an Energy Conservation Program for Naval Station Pearl Harbor, its customers and tenant commands. The intent of this instruction is to offer conservation guidance and support reference (a) to eliminate waste and reduce energy consumption.

2. Cancellation. NAVSTAPEARLINST 11300.1G/11380.1B/4100.1A.

3. Background. In recent years, the shortage of fossil fuels has rapidly escalated prices. The price of excessive energy consumption increases significantly in view of defense budget limitations. As a result, energy conservation continues to be an issue of major concern. Reference (a) supports the Federal Energy Program and provides Navy policy for energy resource management.

4. Policy. NAVSTA PEARL supports the energy conservation policy as directed by higher authority. The most effective use of energy requires sound fiscal management, the intelligent use of available resources and maximum application of energy conservation efforts consistent with the mission, health and safety of the command.

5. Conservation Objectives. Reference (a) established the Navy-wide goal for shore facilities of a 6 percent reduction in energy consumption per thousand gross square feet by the end of FY 1990, 12 percent by the end of FY 1995 and 15 percent by the end of FY 2000. All reductions are to be compared against FY85 consumption.

6. Responsibilities

a. Energy Conservation Council (ECC). The Command Energy Conservation Council meets at 1000 on the second Wednesday of each month in room 217, Building 150. This Council provides the means for maintaining top management awareness and continuing base-wide effort in energy conservation. Enclosure (1) is a roster of the ECC members. Members must be of a pay grade E7 or above/civilians GS-7 or above. In the case of small staffs, a waiver request to this GS7/E7 requirement must be submitted along with lower ranking nominee. Members plus an alternate must be appointed in writing.

b. Energy Conservation Council (ECC) Member. Duties are:

- (1) Attend the monthly ECC meeting or appoint a substitute to attend.
- (2) Supervise the activities of the Building Energy Monitors (BEM) in their command.
- (3) Keep their chain of command informed of any energy conservation developments.
- (4) Ensure action is taken to correct discrepancies noted on Energy Conservation Citations and generate the proper response.

c. Building Energy Monitor (BEM). Duties of the BEM are contained in enclosure (9). The BEM Conservation Checklist is in enclosure (10).

d. Energy Conservation Manager, Code 216. NAVSTA PEARL has established an Energy Conservation Manager billet. Responsibilities include but are not limited to:

- (1) Functions as the Point of Contact for all energy conservation matters.
- (2) Initiates energy studies and projects.
- (3) Acts as the technical advisor to all departments, staff officers and tenants on energy conservation matters.
- (4) Reviews all plans for alterations, construction or equipment installation and recommends to the Staff Civil Engineer, Code 20, any chances to reduce energy consumption.
- (5) Advises the Executive Officer, as chairman of the ECC, of all instances of non-attendance of ECC members.
- (6) Advises the Staff Civil Engineer of all instances of non-compliance with the provisions of this instruction.
- (7) Monitors energy consumption throughout NAVSTA and its tenant commands.
- (8) Reviews DEIS-1 and DEIS-2 reports and other energy related reports and prepares required reports for higher authority.
- (9) Performs energy consumption and engineering surveys.
- (10) Coordinates the development and implementation of plans and programs to reduce energy conservation.

7. Action. The Energy Conservation Program follows the principles of efficient use of utilities at NAVSTA PEARL. Department Heads, Division Officers, Supervisors and Tenant Activities shall ensure energy conservation in the respective areas and will execute enclosures (1) through (15) to reduce excessive consumption.

  
L. S. TAYLOR  
By direction

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List II, Case 1 (Commands/Activities for which NAVSTA PEARL provides support/services)

List III, Public Quarters, Ford Island

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Energy Conservation Council Roster

<u>Command</u>	<u>Position</u>
Executive Officer, NAVSTA Pearl Harbor (01)	Chairman
Staff Civil Engineer (20)	Advisor
Energy Conservation Officer (216)	Coordinator
Fire Chief (00G)	Member
Family Service Center (00H)	Member
Chaplain (02)	Member
Management Services (10)	Member
Operations (30)	Member
Ford Island (36)	Member
Supply (40)	Member
Billeting (70)	Member
Security (80)	Member
Morale, Welfare and Recreation (90)	Member

Tenant Command Members

1ST MEB (USMC)  
 4TH FORCE RECON (USMC)  
 5TH TRANS CO (ARMY)  
 ARC  
 ASWFORPAC  
 CBU-413  
 CG FMFPAC  
 CINCPACFLT  
 COMMARCORBASESPAC  
 COMNAVBASE  
 COMNAVSURFGRU MIDPAC  
 COMOCEANSYSPAC  
 CONSUPPRON 5  
 COOPMINERON DET 1105  
 FAADCPAC  
 FACSFAC  
 FICPAC  
 FLETRAGRU  
 FLTINACCENPAC  
 ISTC  
 KMCAS  
 MARBKS  
 MDSU-1  
 MOTU-1  
 NAVBCSTSVC  
 NCTAMS EASTPAC  
 NAVDENCLINIC  
 NAVOCEANPROFAC  
 NAVRESSOFSO  
 NAVSEASYSOMGTO  
 NAVSUBTRACENPAC  
 NAVTRASYSOEN  
 NAVUSEAWARENGSTA DET  
 NCSORG  
 NISROPAC  
 PACFLT BAND  
 PACNAVFACEGCOM  
 PSA  
 SDVT-1  
 SIMA  
 TAGOS SUPP UNIT



AIR CONDITIONING CONSERVATION CHECK LIST

1. Air conditioned spaces with operable windows may operate air conditioners only when the outdoor temperature exceeds 78 degrees Fahrenheit and, in all cases, will secure same one half hour prior to the end of the working day. (Refer to Item 19.)
2. Spaces that do not contain functional windows may operate their air conditioners only during working hours.
3. Air conditioner controls will be set to maintain a temperature of not less than 78 degrees Fahrenheit.
4. When air conditioner is in use, shades and curtains shall be drawn where necessary and feasible to minimize solar loads from direct sunlight.
5. Secure air conditioner in unused and unoccupied spaces.
6. Do not prop open windows or doors in air conditioned spaces.
7. Whenever possible, use fans and open windows vice air conditioning for cooling and circulation.
8. Do not put anything directly in front of air conditioner outlets as this diminishes direct air flow from the outlet.
9. Replace damaged false ceiling panels.
10. Clean all air conditioning/ventilation inlets and outlets (diffusers, registers and grills) on a regular basis.
11. Install self-closing doors to all air conditioned spaces and adjust them to the maximum speed of closing conducive to safety.
12. Set window air conditioner air exchanger control to the recirculation mode during daylight hours.
13. Only mechanical ventilation is allowed in heads.
14. New window and through-the-wall air conditioners will have an energy efficiency ratio greater than or equal to 9 BTUs per watt of power used.
15. For window and through-the-wall air conditioners, caulk the opening between the unit and windows of wall frames.
16. Install air curtains at high usage doors where economically feasible.
17. Avoid excessive lighting. Lights produce heat thus increasing air conditioning loads.
18. Thermometers that are placed in selected locations will be used to assist monitors and personnel in monitoring energy conservation.
19. SPECIAL REQUIREMENT (Hours of Operation)
  - a. Cooler Months (15 October through 15 March). Air conditioners shall not be used prior to 1030 hours.
  - b. Hot Months (16 March through 14 October). Air conditioners shall not be used prior to 0930 hours.
  - c. In all cases air conditioning units will be secured one-half hour prior to the end of the work day.
  - d. Fans/Natural Ventilation are to be used to the maximum extent possible during non-air conditioned hours.
20. When weather conditions and policy dictate that air conditioners are to be OFF, all windows will be opened to provide maximum ventilation through the spaces. This pertains to enclosed spaces as well as open areas.
21. Securing of air conditioners in conference rooms is the responsibility of the party using the conference room.
22. Report violations of the above regulations to the Energy Conservation Officer, Code 216 at 474-3190/8190.
23. Air Conditioning Waiver. Addressees will submit a letter to the Commanding Officer, Naval Station (Attn: Code 20), requesting approval for any new air conditioning units or replacement of any existing air conditioning units regardless of unit size or ownership responsibility. In addition to the above request, addressees who require variations from the normal air conditioning hours must submit an annual air conditioning waiver in the format of enclosure (14). Window air conditioning units are classified as minor property by the NAVCOMPT Manual: Units listed on the activity minor property account are the maintenance responsibility of the activity. (R)



KILOWATT KILLERS

1. The "Kilowatt Killers," the energy conservation tiger team for Naval Station, monitors the effects of the Energy Conservation Program on Naval Station and all associated activities by conducting random energy surveys both day and night. These surveys will be conducted in the following manner:

- a. The team will contact the cognizant Building Energy Monitor to set a mutually satisfactory survey time. There should be little time delay between the call and the survey.
- b. Conduct the survey in the company of the BEM and discuss various problems or good practices found.
- c. The results of the survey will then be forwarded to the cognizant ECC member and the Energy Conservation Officer for appropriate action.

2. Utilities Conservation Tickets

- a. Utilities Conservation Tickets will be issued for any violation of NAVSTAPEARLINST 11300.1H by the Kilowatt Killers.
- b. The original and one copy of the citation will be forwarded to the cognizant command by cover-transmittal signed by ECO. A written response detailing the corrective action taken is required within 30 days of receipt of the citation.
- c. If repeat tickets are issued on the same building or a reply has not been received, the following schedule of corrective measures will apply:

<u>Citation #</u>	<u>Action Taken</u>
2	Letter from SCE, NAVSTA PEARL to cognizant command.
3	Letter from CO, NAVSTA to CO of command in violation.

This schedule may be altered at the discretion of the ECO if flagrant energy abuse is discovered.



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NAVAL STATION  
PEARL HARBOR, HAWAII 96860-6000

NAVSTAPEARLINST 11300.1H CH-2  
216:RB

10 MAY 1994

NAVSTA PEARL INSTRUCTION 11300.1H CHANGE TRANSMITTAL 2

Subj: ENERGY CONSERVATION PROGRAM

Encl: (1) Energy Conservation Council Roster

1. Purpose. To revise Energy Conservation Council membership.

2. Action

a. Page 1, paragraph 6a, add the following sentence: "In the case of small staffs, a waiver request to this GS7/E7 requirement must be submitted along with lower ranking nominee."

b. Replace enclosure (1) to basic instruction with enclosure (1) of this transmittal.

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NAVSTAPEARLINST 11300.1H CH-1  
ZG:RFB

24 OCT 1989

NAVSTA PEARL INSTRUCTION 11300.1H CHANGE TRANSMITTAL 1

Subj: ENERGY CONSERVATION PROGRAM

Encl: (1) Enclosures (1), (14) and (15)

1. Purpose. To issue a pen change and enclosures (1), (14) and (15).

2. Action

a. Page 1, under list of enclosures, change enclosure (14) to read "Request for Annual Waiver of Air Conditioning Hours of Usage." Add enclosure (15), "Request to Purchase/Install Air Conditioning."

b. Page 2, paragraph 7, line 3, change "(14)" to read "(15)."

c. Replace/add enclosures (1), (14) and (15) with enclosure (1) of this transmittal.

*J.H. Gaze*  
J.H. GAZE  
By direction

Distribution:

NAVSTAPEARLINST 5609.2

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Energy Conservation Council Roster

<u>Command</u>	<u>Position</u>
Executive Officer, NAVSTA Pearl Harbor (01)	Chairman
Staff Civil Engineer (20)	Advisor
Energy Conservation Officer (216)	Coordinator
Fire Chief (00G)	Member
Family Service Center (00H)	Member
Chaplain (02)	Member
Management Services (10)	Member
Operations (30)	Member
Ford Island (36)	Member
Supply (40)	Member
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Security (80)	Member
Morale, Welfare and Recreation (90)	Member

Tenant Command Members

1ST MEB (USMC)  
 4TH FORCE RECON (USMC)  
 5TH TRANS CO (ARMY)  
 ARC  
 ASWFORPAC  
 CG FMFPAC  
 CINCPACFLT  
 COMMARCORBASESPAC  
 COMNAVBASE  
 COMNAVSURFGRU MIDPAC  
 COMOCEANSYSPAC  
 COMSUPPRON 5  
 COOPMINERON DET 1105  
 FAADCPAC  
 FACSFAC  
 FICPAC  
 FLETRAGRU  
 FLTJMACCENPAC  
 KMCAS  
 MARBKS  
 MDSU-1  
 NOTU-1  
 MSCO  
 HARDAC  
 NAVBCSTSVC  
 NAVCAMS EASTPAC  
 NAVDENCLINIC  
 NAVOCEANPROFAC  
 NAVRESSOFSO  
 NAVSEASYSOMGTO  
 NAVSUBTRACENPAC  
 NAVTRASYSSEN  
 NAVUSEAWARENGSTA DET  
 NCSORC  
 NISROPAC  
 PACFLT BAND  
 PACNAVFACENCCOM  
 PSA  
 SDVT-1  
 SIMA



24 Oct. 1989

Energy Conservation Council Roster

<u>Command</u>	<u>Position</u>
Executive Officer, NAVSTA Pearl Harbor (01)	Chairman
Staff Civil Engineer (20)	Advisor
Energy Conservation Officer (216)	Coordinator
Brig (00B)	Member
Fire Chief (00G)	Member
Family Service Center (00H)	Member
Chaplain (02)	Member
Management Services (10)	Member
Operations (30)	Member
Ford Island (36)	Member
Supply (40)	Member
Billeting (70)	Member
Security (80)	Member
Morale, Welfare and Recreation (90)	Member

Tenant Command Members

1st MEB  
 ARC  
 Army (5th TRANS CD)  
 CINCPACFLT  
 COMNAVAIRSE  
 COMNAVSURFCRU MIDPAC  
 COMOCEANSYSPAC  
 FAADCPAC  
 FACSFAC  
 FICPAC  
 FLTRACRU  
 MARRKS  
 MDSU-1  
 MOTU-1  
 COOPMINERON DET 110E  
 NCSORG  
 NAVUSEAWARENGSTA DET  
 SURTASS  
 CG, 1st MAR BGDE  
 FLTIMACENPAC  
 4th FOR RECON  
 NAVSEACEN  
 NARDAC  
 PACFLTBRAND  
 KMCS  
 MSCC  
 NAVAUDO HONO  
 NAVPCSTSVE  
 NAVCAMS EASTPAC  
 NAVEDTRASUPCENPAC  
 NAVRESALEACT  
 NAVSUBTRACENPAC  
 NAVDENTCLINIC  
 NAVMEDCLINIC  
 NAVOCEANPRGFAC  
 KISR0PAC  
 PACNAVACEJGCOM  
 PSA  
 SDVT-1  
 COMSUBTRON 5  
 SIMA



24 OCT 1989

From: Executive Officer, Naval Station, Pearl Harbor  
 To: Executive Officer, Naval Station, Pearl Harbor  
 Subj: REQUEST FOR ANNUAL WAIVER OF AIR CONDITIONING HOURS OF USAGE  
 Ref: (a) NAVSTAPEARLINST 11300.1 (Current Series)

1. A waiver of the air conditioning policy promulgated by reference (a) is respectfully requested. The following information is provided for your consideration:

- a. Reason for waiver request:
- b. Impact if waiver is not approved:
- c. Other energy saving measures which will be implemented to compensate for extended use of air conditioner(s):
- d. Proposed revised hours of operation for air conditioner(s):
- e. Building number, floor, and room:
- f. Point of contact (name/number):
- g. A floor plan of area to be waived is attached:

-----  
 Date: \_\_\_\_\_

## FIRST ENDORSEMENT

From: Energy/ISA Manager, Naval Station, Pearl Harbor  
 To: Executive Officer, Naval Station, Pearl Harbor  
 Via: Staff Civil Engineer

1. Forwarded, recommending approval/disapproval.

-----  
 Date: \_\_\_\_\_

## SECOND ENDORSEMENT

From: Executive Officer, Naval Station, Pearl Harbor  
 To:

1. Request is approved/disapproved.
2. This waiver is good for one year from date of signing. If you wish to continue with your waiver, you are required to resubmit a new request each year.

Enclosure (14)

24 OCT 1989

From: Executive Officer, Naval Station, Pearl Harbor  
 To: Executive Officer, Naval Station, Pearl Harbor  
 Subj: REQUEST TO PURCHASE/INSTALL AIR CONDITIONING  
 Ref: (a) NAVSTAPEARLINST 11300.1 (Current Series)

1. Per reference (a), request approval to purchase/install air conditioning. The following information is provided for your consideration:

- a. Reason for request:
- b. Impact if not approved:
- c. Other energy saving measures which will be implemented to compensate for use of air conditioner(s):
- d. Proposed hours of operation for air conditioner(s):
- e. Building number, floor and room:
- f. Point of contact (name/number):
- g. A floor plan with the proposed area to be air conditioned is attached.
- h. Proposed no. of air conditioners and MBTU's each.

-----  
 Date: \_\_\_\_\_

## FIRST ENDORSEMENT

From: Energy/ISA Manager, Naval Station, Pearl Harbor  
 To: Executive Officer, Naval Station, Pearl Harbor  
 Via: Staff Civil Engineer

1. Forwarded, recommending approval/disapproval.

-----  
 Date: \_\_\_\_\_

## SECOND ENDORSEMENT

From: Executive Officer, Naval Station, Pearl Harbor  
 To:

1. Request is approved/disapproved.

