



# Family Energy Conservation Checklist and School Energy Conservation Checklist

# Family Energy Conservation Checklist

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1. Are all lights turned off when everyone has left the room, even for a few minutes?

YES  NO

2. Are doors and windows closed in rooms with heating or air conditioning?

YES  NO

3. If you have an air conditioning system or a room air conditioning unit, are the filters cleaned or changed regularly?

YES  NO

4. Are window blinds, draperies or shades closed to reduce the heat load caused by the sun's rays?

YES  NO

5. Are all unneeded lighting fixtures or electrical appliances disconnected or removed?

YES  NO

6. Does the gasket which lines the inside of your refrigerator door form a tight seal when closed so that no air escapes?

YES  NO

## SUGGESTIONS

Turning off lights when leaving a room will reduce your lighting costs and save money on your utility bill.

Closing doors and windows when using your home's heater or air conditioner helps keep the conditioned space warmer or cooler during times of use.

Clean filters enable the air conditioning system to operate more efficiently. Let LADWP help you in keeping your system running efficiently. LADWP's AC Optimization Program provides free optimization services, which include filter cleaning for qualified HVAC units. Visit [ladwp.com/acopt](http://ladwp.com/acopt) for more information.

Blinds, draperies or shades closed during the warmest part of the day helps keep out extra heat and allows the air conditioning system to operate more efficiently.

Some appliances, particularly modern ones, consume small electrical loads even when switched off. Disconnect unused appliances to eliminate unsuspected energy use. An APS (advanced power strip) will automatically turn off the power at the socket when a device is not in use. LADWP provides rebates for the purchase of an APS. Visit LADWP's Efficient Product Marketplace at [ladwp.marketplace.com](http://ladwp.marketplace.com) for more information.

Place a dollar bill between the door and the seal. If the dollar can be easily slid out, the refrigerator door gaskets probably need to be replaced.

# Family Energy Conservation Checklist

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7. Have you purchased LED lights to replace incandescent lights?

YES  NO

8. Are thermostats set at 78° Fahrenheit in summer and 68° Fahrenheit in winter?

YES  NO

9. Are the doors and windows kept closed in rooms where the air conditioner or heater are operating?

YES  NO

10. If you're purchasing new electrical appliances, are they labeled as energy efficient "Energy Star" products?

YES  NO

11. To reduce heat from the sun, have you considered planting shade trees on south- and west-facing sides of your home?

YES  NO

## SUGGESTIONS

While CFLs (compact fluorescent lights) are an efficient lighting option, installing LED lights is more energy efficient and can save you even more money on your lighting costs. LADWP provides rebates for the purchase of LEDs. Visit LADWP's Efficient Product Marketplace at [ladwp.marketplace.com](http://ladwp.marketplace.com) for more information.

Setting your thermostat to operate between within these temperatures will help reduce energy usage. Visit [ladwp.marketplace.com](http://ladwp.marketplace.com) for information on smart thermostat rebates or [ladwp.com/powersaversprogram](http://ladwp.com/powersaversprogram) for information on LADWP's energy management program.

Keeping doors and windows closed when using the air conditioner, or heater, will help you keep your home cooler during the summer and warmer during the winter.

Energy Star rated appliances and products are generally 20-30% more energy efficient than non-Energy Star appliances. LADWP provides rebates as well as consumer product information for common household products. Visit [ladwp.marketplce.com](http://ladwp.marketplce.com) for more information.

Trees are not only beautiful but can help air conditioning systems operate more efficiently by keeping some of the heat from the sun away from the walls.

For further information on ways to save energy and learn about LADWP programs and rebates, go to [ladwp.com/energyefficiency](http://ladwp.com/energyefficiency) or call 1-800-DIAL-DWP (1-800-342-5397).

**I've discussed the important energy saving tips with...**

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Student Name

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Signature of Adult

# School Energy Conservation Checklist

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1. Are all lights turned off when everyone has left the room, even for a few minutes?

YES  NO

2. Are window blinds, draperies or shades closed to reduce the heat load caused by the sun's rays?

YES  NO

3. Are thermostats set at 78° Fahrenheit in the summer and 68° Fahrenheit in the winter?

YES  NO

4. To reduce heat from the sun, has the school considered planting shade trees on south- and west-facing sides of its buildings?

YES  NO

5. If the school has an air conditioning system or room air conditioning units, are the filters cleaned or changed regularly?

YES  NO

6. With respect to lighting, are fluorescent tubes in ceiling fixtures periodically checked or reported for blackened rings?

YES  NO

## SUGGESTIONS

Many LAUSD classrooms are already equipped with sensors to turn off the lights when the room is empty and turn them on when occupied. If your classroom doesn't have these lights, turning them off when leaving a room will reduce your lighting costs and save money on your utility bill.

Blinds, draperies or shades closed during the warmest part of the day helps keep out extra heat and allows the air conditioning system to operate more efficiently.

Trees are not only beautiful but can help air conditioning systems operate more efficiently by keeping some of the heat from the sun away from the walls.

Clean air filters enable the air conditioning system to operate more efficiently. Air conditioner filters should be cleaned and/or changed every six months.

Blackened rings indicate that the lights are wearing out, losing efficiency and should be replaced.

# School Energy Conservation Checklist

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7. Are timers controlling lighting reset for time changes when standard time or daylight saving time starts?

YES  NO

8. Are the doors and windows closed in rooms that have heating or air conditioning?

YES  NO

9. Have all burned-out lights been replaced?

YES  NO

## SUGGESTIONS

Students may check with the campus plant manager or custodian to determine if timers have been reset when the time changes. Energy will likely be wasted if timers are not properly set.

Having burned-out lights may waste energy by forcing the system to operate inefficiently.

This student or student team has checked our school's campus with approval of their teacher, the principal (his or her designee), and in cooperation with the plant manager or custodian.

\_\_\_\_\_  
Student Name or Student Team Name

\_\_\_\_\_  
Teacher Signature

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Principal (or designee) Signature