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## Learning Activity #1 Developing Your Baseline & Goals

### Participant Directions

Read the scenario and follow the steps.

You are the Regional Facility Manager for a paper supply company in Scranton, Pennsylvania. You have office buildings under your responsibility that you maintain in Pennsylvania, New York, and Connecticut. You have support facilities management staff in each building. The organization's capital plan requires 40 percent of the facility's buildings to be energy-efficient as proven by Energy Star scores of 75 or higher. Currently only 30 percent of the buildings in your region have a score of 75 or higher. Corporate social responsibility is a core driver for the organization, and the organization would like to increase renewable energy production and improve community. Budgets are tight and facilities management budgets have been cut each year for the past two years.

### Step 1. Determine Your Baseline

**What are the steps you would take for the buildings in your region to determine your energy baseline?**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_

# Fundamentals of Energy Efficient Building Operations



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## Step 2. Develop energy efficiency goals for your facilities

### What are your long-term goals:

Based on the energy efficiency goals your organization has, what energy efficiency and sustainability goals are appropriate for your facility? Remember the SMART principles when developing your goals. Consider greenhouse gas emissions, water, or other sustainability goals in addition to energy efficiency.

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

### What are your short-term goals?

Identify goals that you think you can accomplish in one year that align with your energy and sustainability goals.

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

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**Step 3. Identify a metric for at least one of your goals**

Goal	Metric