Energy Saving Behavioural Change

Action	Who by
Ensure all temperatures are set correctly in rooms (ideally 18 degrees)	Housekeeping
Ensure all windows are closed when leaving the room	Housekeeping
Turn televisions off when leaving the room (avoid standby mode	Housekeeping
Turn master light switch off when leaving the room	Housekeeping
Utilise correct sized pots and pans to suit size of ring	Kitchen Staff
When cooking cover pots and pans to avoid heat loss	Kitchen Staff
Don't leave water, gas, electric running continuously when not required	Kitchen Staff
Keep fridge / freezer doors closed when not re-stocking. Check fridge seals	Kitchen Staff
Avoid having heating / cooling chambers half full	Kitchen Staff
Run dishwasher on full load to avoid frequency of operation	Kitchen Staff
Defrost fridges regularly, and make sure the seals on fridge and cold room doors are secure	Kitchen Staff
Reconfigure kitchens so that heating appliances (e.g. ovens or hobs) are not next to cooling appliances (e.g. fridges or freezers)	Kitchen Staff
When buying new equipment look for the most efficient models	General Staff
Ensure all lights are off in all areas when not in use	General Staff
Ensure heating is turned down in all areas	General Staff
Ensure air conditioning units are turned off in all areas when not required	General Staff

Action	Who by
Carry out a night-time walk round of all areas and agree with management which lights can be shut off	General Staff
Reduce lighting to a minimum in restaurant when not in use	General Staff
If windows are open in an area to air the rooms – make sure all local heating is off	General Staff
Remove all obstacles from chiller doors and ensure they are closed (kitchen and bar areas)	General Staff
Review guest corridor lighting & minimise during daylight hours (e.g.alternate lights off, ensure LED bulbs)	Engineer
Ensure all outside lights are off during the day	Engineer
Label BOH light switches to ensure only correct lights are used	Engineer
Ensure all automatic door closures are working correctly	Engineer
Repair any damaged window locks and ensure windows close correctly	Engineer
Install automatic timers (where appropriate) to electrical equipment	Engineer
Regularly check temperature and time settings of equipment	Engineer
Clean fan coil units, air handling units to maintain efficiency	Engineer
Clean lighting fixtures to maintain efficiency of lights	Engineer
Turn off electrical equipment when not in use	Engineer
Choose electrical appliances with high efficiency ratings	Engineer
Service heating equipment regularly	Engineer
Periodically check for leaking pipes/valves and repair accordingly	Engineer
Don't let hot water temperature exceed 65degrees, ideally set to 60degrees	Engineer

Action	Who by
Consider installing 'spray' water taps as they use less water	Engineer
Remove lime deposits from equipment as this reduces heat transfer rates	Engineer
Reduce operating hours of equipment where possible	Engineer
Frequent monitoring of energy meters is crucial to spot trends and possible wastage in your operations - track usage and analyse the data	Engineer
Install sub-meters in areas of high energy usage - kitchens and any leisure facilities, then target these areas to reduce usage	Engineer
Ensure all new electricals bought are top rated for energy efficiency, with the scale from A (most energy efficient) to G (least energy efficient)	Engineer
Don't operate heating and cooling systems at the same time. For example, set heating to turn off at 21oC and air condition to turn on at 23-24oC, so there is no overlap	Engineer
Consider installing occupancy sensors or daylight sensors so lights are only on when needed	Engineer
Use a pool cover when the pool is not in use	Engineer
If your current energy tariff is due to expire, look for renewable energy options as these can be cheaper (and are more sustainable) than traditional providers using oil and gas	Engineer