

Hospitality Energy Efficiency Check List

ENGAGEMENT, TRAINING, AND STAFF AWARENESS	
Engage with your staff about being energy efficient and what this means: <ul style="list-style-type: none"> - Run an introductory session to update staff about energy saving and integrate into your induction training. - Create a mechanism for staff to share their suggestions with you. Respond to comments and act on recommendations when feasible. 	<input type="checkbox"/>
Make up an energy efficiency service list; what equipment needs to go on when, etc.	<input type="checkbox"/>
MEASURING & SETTING TARGETS	
Monitor & track energy consumption (electricity, gas, petrol) as well as water usage <u>monthly</u> . Try the climate action toolbox: https://www.tools.business.govt.nz/climate	<input type="checkbox"/>
Compare monthly energy consumption data to the same month a year prior and on a rolling 12-month basis to identify trends (i.e., increasing/decreasing energy consumption).	<input type="checkbox"/>
Set an energy use reduction goal/target.	
Consider installing energy meters to allow you to track energy usage in more depth.	<input type="checkbox"/>
PRACTICAL TASKS	
Do not turn equipment on until it is needed (i.e. dishwasher, ovens, gas hobs, exhaust fans, range hoods, lights, heaters). Put time switches on lighting and heating.	<input type="checkbox"/>
Do not leave gas hobs running all service, turn off between uses.	<input type="checkbox"/>
Implement appropriate scheduling to ensure equipment is cleaned and serviced regularly. Consider using a suitably qualified contractor to 'tune up' refrigeration units and HVAC annually.	<input type="checkbox"/>
Keep doors on fridges, chillers and freezers shut when not in use.	<input type="checkbox"/>
Use the right equipment for the job (i.e. pressure cooking, sous vide, right sized pot).	<input type="checkbox"/>
Turn off lights when not in use and replace with LED to save money. Consider implementing sensors/automated lighting controls.	<input type="checkbox"/>
Where possible, ensure heating equipment is not close to cooling equipment.	<input type="checkbox"/>
Check calibration of your oven thermostat to make sure it's accurate & recalibrate annually.	<input type="checkbox"/>
Ensure there are no water leaks (especially hot water); survey taps to identify any leaks. Consider use of low flow valves where possible.	<input type="checkbox"/>
Check fridges, freezers, and HVAC systems are set for optimal working conditions stated in the manual or online. Check seals on fridges & freezer doors and replace if needed.	<input type="checkbox"/>
Keep windows and doors closed when running HVAC systems if possible.	<input type="checkbox"/>
Ensure all computers are turned off when not in use. Consider putting them on sleep mode.	<input type="checkbox"/>

FUTURE PLANNING	
<p>Develop an asset register capturing key details, such as:</p> <ul style="list-style-type: none"> • Make • Model • Type of unit • Age/year of install • Power rating • Efficiency • Operating temperatures 	<input type="checkbox"/>
<p>Implement an asset replacement strategy to plan integration of energy efficient equipment. This includes kitchen equipment, lighting, fridges and freezers, any other energy using equipment.</p> <p>You can find more information on some energy efficient products here: https://genless.govt.nz/for-everyone/at-home/energy-saving-appliances/efficient-appliance-calculator/</p> <p>Consider what options are available for more efficient equipment & what the savings would be over the equipment's operational life. Replace any old or broken equipment with more efficient equipment over time. <i>EECA are publishing an Asset Replacement Strategy guide in June to help with this.</i></p>	<input type="checkbox"/>
<p>Plan ongoing workshops with staff on energy management training.</p>	<input type="checkbox"/>
Notes	