



DEPARTMENT OF THE ARMY
HEADQUARTERS, 10TH MOUNTAIN DIVISION (LIGHT INFANTRY) AND FORT DRUM
FORT DRUM, NEW YORK 13602-5000

AFDR-CG

12 July 2021

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Installation Policy Memorandum 21-06, Energy Conservation

1. Reference: AR 420-1, Army Facilities Management, 12 February 2008.
2. Supersession: This policy supersedes and replaces Installation Policy Memorandum 19-06, Energy Conservation, 17 September 2019.
3. Purpose: Provide direction for Soldiers and Civilians to reduce excess waste, be more energy conscious, and to provide guidance to cut energy consumption/costs.
4. Applicability: Energy Conservation applies to all Soldiers and Civilians assigned or attached to the 10th Mountain Division (Light Infantry) and Fort Drum.
5. Concept:
 - a. Fort Drum's utility bills for FY18 totaled approximately \$15M in electricity and natural gas consumption. Saving energy needs to be part of our operating culture at Fort Drum.
 - b. Everyday guidelines:
 - 1) Shut off lights when you leave a room.
 - 2) Shut off water faucets when not in use. Report drips and leaks.
 - 3) If you see something that is wasting energy, do an on-the-spot correction.
 - 4) Submit service orders to Public Works for repairs.
 - 5) Don't prop doors open when the building/room is being heated or cooled.
 - 6) Ensure facility overhead doors are closed for extended periods when the building is being heated/cooled. Shut doors once a vehicle is in/out of the motor pool.
 - 7) Turn back temperatures on A/C when buildings/rooms are vacated.

8) Thermostats will be set back to the extent practical when rooms/buildings are unoccupied. Call Public Works to request a holiday setting for buildings that will be unoccupied for an extended period.

c. Winter heating season guidelines:

1) Thermostat settings for winter/heating season are between 68F to 72F. For barracks, thermostats will be set at 70 degrees.

2) Do not open windows during heating season.

d. Summer cooling guidelines:

1) Thermostat settings for summer/cooling season are between 74F to 78F. For barracks, thermostats will be set at 76 degrees.

2) Do not leave window air conditioning units running over night or when a room/office is unoccupied. Turn down thermostats when not occupying a room.

e. Unit Ready Force: Units must collapse their footprint to the minimum necessary. Coordinate with Public Works to shut off hot water, set thermostats, and shut down ventilation and exterior lighting systems for unoccupied buildings. Units must monitor unoccupied facilities during the winter months to avoid freeze damage.

f. Idling motor vehicles while parked or standing waste energy; unattended and idling motor vehicles violate New York State Vehicle and Traffic Law, section 1210. Shut off motors when exiting vehicles.

g. Building monitors will be assigned for every heated building on the installation. Building monitor assignments are updated in the summer. Training sessions are in the fall. For more information contact the Energy Manager at (315) 772-5433.

6. The point of contact for this policy is the Director of Public Works, (315) 772-5371.



MILFORD H. BEAGLE, JR.
Major General, USA
Commanding

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