



July 22, 2020

Special Order
No. 174, Series of 2020

Subject: **CONSTITUTION OF CARAGA STATE UNIVERSITY ENERGY EFFICIENCY AND CONSERVATION (EE&C) CORE TEAM**

Pursuant to the R.A. 11285, an act Institutionalizing Energy Efficiency and Conservation, Enhancing the Efficient Use of Energy, and Granting Incentives to Energy Efficiency and Conservation Projects otherwise known as Energy Efficiency and Conservation Act, the Caraga State University EE&C Core Team is hereby constituted and shall discharge the corresponding functions, *viz*:

Energy Efficiency and Conservation Officer (EEC Officer):

Vice-President for Executive Operations and Auxiliary Services

- a) Oversee the University's compliance with the R.A. 11285 and other related laws and other statutory provisions for a comprehensive approach to energy efficiency, conservation, and sufficiency, and sustainability.
- b) Spearhead in the preparation and formulation for the approval of the University President the design, plan and implementation, monitoring and evaluation scheme for the energy efficiency and conservation consistent with the Government Energy Management Program (GEMP).
- c) Act as lead coordinator in the submission to Department of Energy (DOE) the University's approved annual energy efficiency and conservation program, or any modifications thereof, and the monthly energy performance report within the prescribed period set forth by the implementing rules and regulations of EE&C.

EEC Focal Persons:

A. Director, Planning and Development

- a) Lead in the planning and formulation of the Energy Efficiency and Conservation Plan (EECP), and in monitoring and evaluation of its implementation
- b) Coordinate and align utility distribution with the Land Use and Development Infrastructure Plan (LUDIP)
- c) Establish energy efficiency database, data collection method, and M&E framework
- d) Coordinate with the technical working group (TWG) in the preparation of reports to the EEC Officer such as monthly electricity and fuel consumption report
- e) Coordinate and work closely with the TWG to come up with recommendations to infrastructure expansion or upgrades and define comprehensive design guidelines to be followed for projects that will expand the utility infrastructure to meet University requirements; modifications or upgrade of energy systems within existing campus facilities and define comprehensive design guidelines to be followed for projects that will renovate existing or build new facilities on campus; and ensure that the University is able to meet its needs for reliable and economic energy production and distribution of all utility commodities provided to the campus.

B. Director, Physical Plant and General Services

- a) Act as the lead implementer of the EECP
- b) Collect data needed in the preparation of monthly electricity and fuel consumption report
- c) Maximize overall utility plant and facility fuel use and energy efficiency



Continuation of S.O. No. 173, s. 2020 on the Constitution of Caraga State University EE&C Core Team

C. Director, CRAFT

- a) Act as the RDE and capacity building arm of the University in the EE&C
- b) Recommends integration into existing engineering curricula appropriate courses related to energy management
- c) Identify and recommend implementation of technology improvements and upgrades in the areas of utility and energy production, distribution, storage, metering, automation, optimization use and reporting to support the development of a smart energy campus that continuously monitors and adjusts energy use to ensure overall needs are met in the most reliable, efficient and cost-effective manner

TWG Members:

i. Chief, Monitoring and Evaluation

ii. OPD Technical Personnel:

- a. **Planning Officer II**
- b. **University Architect**
- c. **Civil Engineer**
- d. **Geodetic Engineer**
- e. **Electrical Engineer**

iii. Office of Physical Plant and General Services Technical Personnel:

- a. **Civil Engineer**
- b. **Mechanical Engineer**

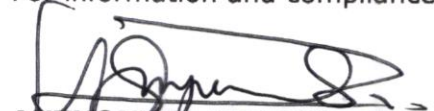
iv.2 Faculty Members

- a. **Amarille, Meycel C. – Chairperson, BS in Environmental Science**
- b. **Amarga, Ydron Paul C. – Instructor III**

- a) Provide recommendations for infrastructure expansion or upgrades and define comprehensive design guidelines to be followed for projects that will expand the utility infrastructure to meet University requirements
- b) Provide recommendations for modifications or upgrade of energy systems within existing campus facilities and define comprehensive design guidelines to be followed for projects that will renovate existing or build new facilities on campus.
- c) Provide recommendations to ensure the University is able to meet its needs for reliable and economic energy production and distribution of all utility commodities provided to the campus
- d) Identify energy conservation measures that minimize energy losses in utility production and distribution systems
- e) Maximize overall utility plant and facility fuel use efficiency
- f) Provide energy efficiency guidelines for new constructions, procurement, information technology and building operation.
- g) Establish recommended energy efficiency design guidelines and standards for new building construction on campus
- h) Specifically, the Chief for Monitoring and Evaluation shall spearhead in the conduct of facility performance monitoring and evaluation of energy consumptions and in preparing data analysis and energy performance tracking reports

This order supersedes other orders not consistent with it and shall take effect on the date stated above unless otherwise amended or revoked by competent authority.

For information and compliance.


ANTHONY M. PENASO, Ph.D.
University President 