

STATE OF WEST VIRGINIA
ADJUTANT GENERAL'S DEPARTMENT
CHARLESTON 25311

*WVMR(ARMY) 11-27

WV MILITARY REGULATION (ARMY)
NUMBER 11-27

8 July 1983

RESOURCES MANAGEMENT

WVARNG ENERGY CONSERVATION PLAN

Series 61

This regulation implements NGR 11-27, and provides basic guidance and directives, and details responsibilities for energy management within the WVARNG.

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FILED IN THE OFFICE OF
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SECRETARY OF STATE
THIS DATE June 28, 1983
Administrative Law Division

This regulation supersedes WVMR(ARMY)11-27, dtd 1 Apr 80

WVARNG ENERGY CONSERVATION PLAN

1. Purpose. This publication establishes WVARNG policy, guidance and responsibility for the implementation of energy conservation measures.
2. Objective. To reduce energy consumption within WVARNG units/activities consistent with current missions, priorities, and combat readiness goals. (Energy as used in this publication includes all fuel and energy consumed by WVARNG vehicles, aircraft, equipment, and heating and cooling of facilities). The specific energy conservation objectives are:
 - a. Create energy conservation consciousness at all levels of command through troop training and command information programs.
 - b. Identify areas of actual or potential energy waste.
 - c. Take positive measures to prevent, reduce, or eliminate identified energy wasteful conditions and practices.
 - d. To minimize energy consumption while maximizing readiness.
 - e. To intensively manage WVARNG energy resources to assure their efficient use in supporting operational readiness and mission requirements.
 - f. Closely monitor operation and maintenance of equipment and facilities to assure the best performance and to minimize energy consumption.
 - g. To continually monitor performance against established energy conservation goals by using the Defense Energy Information System (DEIS).
3. Energy Management.
 - a. There is an urgent need to expand both immediate and long-term savings in energy consumption through broadened and intensified programs, and more efficient use of energy resources.
 - b. To conserve currently available energy resources and energy purchasing funds, each commander is directed to develop and implement immediately an active, aggressive and effective energy conservation program. Unit programs should complement unit missions to insure the maximum efficient use of available energy resources.
4. Energy Conservation Evaluation.
 - a. Fuel and energy consumption are closely monitored and reported IAW current NGB directives through the Defense Energy Information System (DEIS). It is extremely important that each commander monitor and evaluate unit/activity energy reports and insure their timely and accurate submission.

These reports are used to evaluate and monitor fuel consumption, assist in establishing budget requirements, and to establish an annual energy requirement based upon which allocations of fuel and funds are established.

b. Annual General Inspections and major command inspections evaluate the effectiveness of unit/activity energy conservation programs and latest edition General Inspection of Reserve Components, 1A Pam 20-1, "Inspection Guide".

c. Command Inspection and Command Staff Visit Reports will reflect comments relative to the effectiveness of that unit's energy conservation efforts and accomplishments.

5. Responsibilities.

a. The Adjutant General.

(1) Allocate State ARNG energy resources commensurate with operational training and mission requirements.

(2) Provide staff responsibility for energy conservation plans and programs.

(3) Designate a WVARNG Energy Conservation Director (State Point of Contact).

(4) Designate a WVARNG Energy Action Committee to assist in Energy Conservation policy under the direction of the Energy Conservation Director.

(5) Monitor fuel and energy consumption.

(6) Publish Command Energy Conservation policy directives.

b. WVARNG Energy Conservation Director (State Energy Action POC).

(1) Develop and annually revise energy conservation programs, goals and objectives.

(2) Develop and revise energy contingency plans.

(3) Insure compliance of WVARNG energy conservation programs with NGB guidance.

(4) Advise TAG and USPFO on conservation matters and current energy directives.

(5) Promulgate regulations and establish control and evaluation systems.

(6) Disseminate information, instructions, and guidelines related to energy.

(7) Review organization, unit and activity energy conservation measures for adequacy and operational feasibility.

(8) Conduct energy surveys IAW AR 11-27. Conduct, or have representative conduct, energy audits of facilities used by WVARNG units/activities.

c. USPFO.

(1) OUSPFO POC for energy management.

(2) Assist State Energy POC coordinate the efforts between command channels in energy management/reporting procedures.

(3) Function on State Energy Action Committee to act on energy matters at state level.

(4) Develop and administer State ARNG energy conservation policy and programs in consonance with NGB and State guidance, directives and regulations.

(5) Manage the NGB energy allocation program at State level.

(6) Monitor and analyze DEIS Reports.

(7) Advise USPFO of fuel/energy problems and evaluations.

e. Major Commanders. (Group, Squadron, and Battalion).

(1) Establish command energy task group. Task group will be chaired by unit POC on State Energy Action Committee.

(2) Develop and implement local energy conservation directives and check lists to conform with WVARNG energy conservation objectives.

(3) Develop and maintain contingency plans for operations under reduced supply/potential energy shortages.

(4) Initiate command information programs in energy conservation/management.

(5) Conduct active command inspections and staff visits and execute follow-up actions to insure energy conservation program compliance at all levels of their command.

(6) Assure the validity and timeliness of energy and petroleum management data required or requested by higher authority.

(7) Encourage the establishment and implementation of energy conservation incentive awards programs.

f. Commanders. (Unit, Detachment, and Activity).

(1) Conduct frequent energy conservation briefings of troops and civilian employees to insure total awareness of the WVARNG Energy Conservation Program.

(2) Conduct inspections to insure compliance with the energy conservation program.

(3) Get the most efficiency in the use of energy resources within your area of operation.

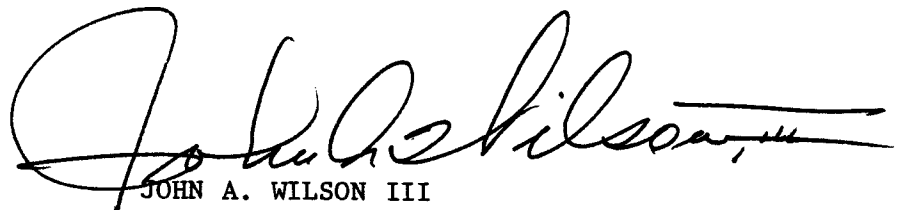
(4) Initiate energy programs to support state objectives, goals and allocations.

(5) Assure validity and timeliness of energy/fuel management data required or requested by higher authority.

(6) Develop a contingency plan for dealing with potential energy shortages.

(7) Plan training within available fuel allocations and mission and readiness requirements.

FOR THE GOVERNOR:



JOHN A. WILSON III
Major General
The Adjutant General

APPENDIX A

DIRECTIVE ENERGY CONSERVATION MEASURES

1. The following energy conservation actions have been determined essential to the conservation of fuels and energy and are therefore directive in nature to units/activities of the WVARNG.

a. Immediate implementation of energy reduction programs consistent with current readiness objectives. Programs should include command information for energy conservation.

b. Develop and implement measures to reduce operational training involving fuel consuming equipment, consistent with readiness training objectives.

c. Include measures in local energy conservation programs to reduce or eliminate equipment demonstrations, except those essential to mission readiness.

d. Administrative use of vehicles and aircraft must be minimized to that required as essential for maintaining readiness, health and training.

e. Measures must be taken locally to eliminate heating and cooling of temporary buildings, unused rooms, storage areas, etc., that do not require heat to protect water lines and plumbing.

f. Thermostats for heating must not exceed maximum settings as established in current directives. (Currently, 65 degrees during working hours, not more than 50 degrees during non-working hours). Thermostats should be turned down thirty minutes before the end of the work day. In facilities, to include shops, and other buildings where employees work in a standing position or exercise moderately, heating units must be set no higher than 55 degrees F. during working hours and 40 degrees F. during non-working hours. In facilities where employees do work involving considerable exercise or where heat is required to protect materiel and installed equipment from freezing, heating controls must be set no higher than 40 degrees F. during all hours. Heating must not be permitted in warehouse sections that do not contain material or equipment requiring protection from freezing or condensation and where warehousing of stored goods is the only operation.

g. Thermostats for cooling must not be set lower than 78 degrees F, except for automatic data processing (ADP) and other facilities requiring climate control.

h. Doors and windows must be kept closed when heating or cooling buildings.

i. Artificial lighting, heating and cooling will be restricted to that necessary for health, safety, and operational readiness.

j. Commercial vehicle speeds will not exceed 55 MPH. Tactical vehicle speeds will not exceed speeds established in applicable regulations technical publications.

k. Strict and comprehensive accounting of bulk fuels, to include fuel stored in vehicles, purchases from State Department of Highways and credit card purchases.

l. Conduct physical inventories of all stored fuels and POL products. Controls must be established to prevent pilferage of all POL products and fuel.

m. Insure waste oil containers are labeled to identify contents (i.e., motor crank case oil, hydraulic fluid/oils, etc).

n. Schedule training activities to reduce travel and use of vehicles/equipment to the minimum essential necessary for the training mission without adversely affecting unit readiness.

o. Travel to training sites, WET and AT, will be reduced where feasible to the minimum distance practicable, and provide for training mission accomplishment.

p. Number of vehicles and equipment items moved from home station to WET or AT sites will be held to an absolute minimum required for mission accomplishment.

q. Incorporate into end-of-day security checks, a conservation check to insure that thermostats are set at required temperatures.

2. Commanders will insure that these measures are included in energy conservation programs and are effectively implemented to assist in reducing energy consumption.

3. Monitor the conservation program carefully to check on personal discomfort, damage to property/equipment, or loss of operational effectiveness.

APPENDIX B

COMMANDERS' ENERGY CONSERVATION EVALUATION CHECKLIST

The following items are to be included in the command and commanders' evaluation of their units' conservation program. Additional items should be developed at the organizational and/or unit level.

a. Personnel.

(1) Are all personnel informed of the importance of energy conservation by means of command information briefings, posters, signs, etc?

(2) Is the local community aware of energy conservation measures being taken by the National Guard?

(3) Have individuals of the unit made suggestions for conservation of energy?

(4) Have individuals been recognized for energy saving suggestions?

(5) Is there an overall positive attitude by individuals of the unit toward energy conservation?

(6) Does the uniform or clothing prescribed for duty enhance the energy conservation program?

(7) Do scheduled activities consider maximum physical exertion requirements during the cooler part of the work day?

b. Facilities.

(1) Heating.

(a) Is heating equipment operational and maintained in a condition to provide high efficiency with minimum waste of energy?

(b) Can heat be zone controlled, that is, shut off in areas where not needed such as unused classrooms, supply rooms, offices, etc?

(c) Is the heat in offices, classrooms, and similar areas maintained at not more than 55 degrees when not in use?

(d) Is the heat in shops, hangars, etc., where personnel perform work while standing or exercising to a moderate degree, maintained at not more than 55 degrees F. during working hours and reduced to not more than 40 degrees F. when not in use?

(e) Is the heat in shops, warehouses, and other such facilities where personnel perform work involving considerable exercise or where heat is required to prevent freezing maintained at not more than 40 degrees F?

(f) Has the facility been organized toward consolidating activities in such a manner as to conserve heat?

(g) Are doors and windows tight?

(h) Have local measures been taken to increase insulation factors such as elimination of door use on windward sides of facility, use of drapes or plastic over windows, etc?

(i) Has a survey been conducted of the facility to determine the feasibility of increased or improved insulation materials (cost should be amortized in surveys within 10 years)?

(j) Is a file being maintained and follow-up action taken on conditions identified as heat energy wasters?

(2) Cooling.

(a) Are air conditioned facilities maintained at not less than 78 degrees F?

(b) Is maximum use of natural ventilation being made (open doors and windows)?

(c) Is the facility equipped for zoned air conditioning; that is, can air conditioning be shut off in those areas not requiring it?

(d) Are drapes or other such material used to prevent heat from the sun from entering through windows?

(e) Is air conditioning turned off when facility is not in use?

(f) Have work areas been consolidated when practical to eliminate need for cooling several smaller areas used by one or two individuals?

(g) Is the occupancy of the facility planned to utilize naturally cooler areas of the facility to the maximum extent practical?

(h) Are heat producing machines/appliances scheduled for use at times when the heat produced can be dispatched without mechanical ventilation or cooling?

(i) Are automatic door closers installed on all outside doors and doors of zone controlled areas?

(3) Lighting

- (a) Have non-essential lights been eliminated or deactivated?
- (b) Are lights turned off when not needed?
- (c) Are light sources (bulb sizes) based on light required?
- (d) Is existing lighting the most efficient for light required?
- (e) Is outside lighting reduced to that essential for security and safety?
- (f) Is maximum use made of natural light as opposed to electrical lighting systems?
- (g) Is light reflective paint utilized to assist natural and artificial light sources?
- (h) Have fire lights been eliminated or their use discontinued?

(4) Hot water heaters.

- (a) Is the temperature setting reduced to the minimum essential to the requirements?
- (b) Are water heaters turned off during periods when not used such as non-work hours and/or weekends?
- (c) Are hot water pipes insulated to prevent heat loss?
- (d) Are gas fired heaters checked for efficiency of operation to include proper fuel air mixture?

(5) Appliances.

- (a) Are cooking stoves turned off when not used?
- (b) Are cooking stoves maintained to provide maximum efficiency?
- (c) Are refrigerators and ice makers turned off when not used for extended periods of time?

(6) Mobile fuels.

- (a) Stress good vehicle maintenance practices (properly tuned engines, correct tire inflation, cleaning and replacing air filters, etc.).
- (b) Reduce transportation support provided to Recreation Services Activities for entertainment/recreational type activities.

(c) Consolidate trips, resulting in fewer vehicles/aircraft being dispatched on a daily basis.

(d) Leave unit equipment on site during field training rather than returning equipment to post each day.

(e) Maximize use of buses to transport personnel to training sites to eliminate use of several smaller sized vehicles.

(f) Modify AT and IDT ARTEPs to eliminate non-essential use of motorized equipment.

(g) Maximize foot movement to training/administrative areas and in conduct of training/daily activities.

(h) Make maximum use of close-in training areas.

(i) Plan field training exercises to maximize use of equipment once in place.

(j) Minimize turn-around times during airmobile training by using most direct route and nearest training areas.

(k) Maximize use of synthetic flight trainers and simulators.

(l) Substitute low fuel consumption aircraft whenever mission will permit.

(m) Require use of the most economical cruising speed based on aircraft type and load. Use the performance data section of the TM for mission planning.

(n) Accomplish CRF minimums of operational aviators in conjunction with administrative and operational missions to the maximum extent possible.

(o) Minimize aircraft displays and/or demonstrations to those which are absolutely essential.

(p) Eliminate long periods of engine idling and warm up and cooling down to that essential for proper operation and safety.

APPENDIX C

ENERGY RESOURCES - CONTINGENCY PLAN WARNG

1. References:

- a. AR 11-27 dated 15 Oct. 1982.
- b. NGR 11-27.
- c. Inspection Guide, HQ, 1st US Army.
- d. NGB-ARL-T ltr, Subject: Energy Conservation, dated 6 Apr 83.
- e. SOP, USPFO for WV.

2. Purpose. This plan provides for planning and implementation of those measures necessary to conserve fuels and energy and to provide for resupply of energy resources in anticipation of potential severe reduction and unpredictable interruption in supply.

3. Execution: Elements of this plan will be revised and kept current as conditions and situations change. The objective is to assure an adequate resupply of fuels and energy for maintenance of readiness, should a reduction or interruption of supply occur. This plan will be placed in effect upon any significant interruption/reduction of supply affecting mission readiness of units/activities of the West Virginia Army National Guard.

4. Priorities:

a. Priorities are established by command on the local situation. Final decision for priorities will be based on operational readiness, safety, security, health and welfare of personnel, availability of feasible substitute energy and administrative and operational requirements. Commanders must identify those administrative and operational requirements that can be reduced or suspended.

b. The following austere and more stringent conservation actions must be considered by all commanders in contingency plan priorities. Degree of implementation will be determined by this headquarters and final decision will be based on local situation. All possible reduction in consumption of fuel and energy should be accomplished initially through command and unit energy conservation programs.

(1) Reduction of recreational activities at ARNG armories.

(2) Complete suspension of recreational activities at ARNG armories if warranted.

(3) Reduction of all aircraft activities to those that are essential for maintenance of flight proficiency for operational aviators, aircraft maintenance, and support of emergency situations.

(4) Placing mileage limits on combat and/or commercial vehicles.

(5) Reduce field exercises to absolute minimum.

(6) Close off all storage and infrequently used rooms during the heating season.

(7) Place maximum number of vehicles in administrative storage.

(8) Convert to a four-day work week of 10 hours per day.

5. Energies Consumed: The following fuels and energy are consumed by WVARNG activities:

a. Gasoline - All ARNG ground vehicles (gasoline type) - approximately 150,000 gallons annually.

b. Diesel Fuel (#1 and #2) - Diesel fuel burning vehicles/equipment and heating of Camp Dawson - approximately 132,000 gallons annually.

c. Aviation and jet fuels for WVARNG aircraft - Approximately 70,000 gallons annually.

d. Electricity - Lighting, heating, and cooling of WVARNG facilities (Federal share), USPFO, AASF, CSMS, and OMSs approximately 9,000 MBTU.

e. Natural Gas - Heating of WVARNG facilities (Federal share) - CSMS, USPFO, AASF, AND OMSs approximately 6,000 MBTU.

f. Liquid Petroleum Gas - Heating of WVARNG facilities at Camp Dawson - approximately 6,400 MBTU.

6. Conversion to Alternate Energy Sources: Conversion to alternate energy sources is generally not economically feasible. Some conversion has been initiated; i.e., CSMS conversion from fuel oil to natural gas, and conversion of heat in one chalet at Camp Dawson from electric to wood. Other changes are being studied.

7. Fuel Storage Capacities:

a. Active bulk storage tanks (underground):

<u>Location</u>	<u>STORAGE CAPACITY</u>		
	<u>Mobile Gas</u>	<u>Diesel</u>	<u>Heating Oil</u>
Point Pleasant (CSMS)	6000	6000	
Bluefield (150th AC)	5000	5000	
Beckley (150th AC)	1000		
Logan (150th AC)	1000		
Parkersburg (1092d Engr)	1000	2000	
Charleston (OMS #1)	2000		
Huntington (254th Trans)	2000	5000	
Buckhannon (USPFO)	3000	6000	
Camp Dawson	<u>11500</u>	<u>000</u>	<u>9500</u>
	32,500	30,000	9,500

b. Active bulk storage tanks (mobile) jet fuel, Parkersburg (2) 5,000 gal.

c. Tank trucks/trailers (MTOE/TDA) which are used to supply bulk requirements could be used to shift fuel products as necessary.

<u>Unit/Activity</u>	<u>1200 Gal Tank &</u>	<u>1200 Gal Tank Trk</u>	<u>600 Gal Tank</u>	<u>Total</u>
	<u>Pump Unit</u>	<u>M49C</u>	<u>Liq Disp</u>	
201st	2		2	3,600
150th	10		2	13,200
193d	1			1,200
119th	3		3	5,400
254th	1	1	1	3,000
146th	1		1	1,800
3664th			1	600
1092d	1	4	3	7,800
Camp Dawson	2	1		3,600

8. Critical Levels of Supply. Critical levels of bulk storage supply are outlined below. Statewide supply levels will be monitored by the OUSPFO. Critical supply levels for 1000/2000/3000 gallon tanks will be 200 gallons. Critical levels for 4000/5000/6000 gallon tanks will be 1500 gallons. Fuels will not be consumed except for mission essential (to meet emergency requirements) below the critical level unless specifically authorized by this HQ or OUSPFO. Activities/units will resupply often enough to maintain a supply above the critical level. Any unit/activity unable to find a supplier to provide sufficient fuel will notify the OUSPFO immediately. Larger bulk storage facilities provide a backup for any extreme emergency. A local emergency might require lateral transfer of fuel from the larger storage areas to a local emergency area.

<u>Fuel</u>	<u>State Inventory Critical Level</u>	<u>State Inventory Emergency Level</u>
Gasoline	6,000 gal	3,000 gal
Diesel Fuel	8,000 gal	4,000 gal
Heating Oil	4,000 gal	3,000 gal
JP4	3,000 gal	2,000 gal
LP Gas	100 gal	560 gal
Electricity	N/A	N/A
Natural Gas	N/A	N/A

9. Gasoline Ration Coupon Requirements. Following are estimated gasoline ration coupon requirements, for commercially retained gasoline, if rationing becomes necessary:

<u>Month</u>	<u>Estimated Coupon Requirements</u>
January	9,300
February	9,300
March	9,500
April	9,700
May	9,100
June	9,900
July	10,500
August	10,000
September	9,400
October	9,500
November	9,200
December	8,500

10. Fuel and Energy Resupply Support:

a. The following list of activities/individuals may be contacted for information and/or technical support relative to fuel/energy shortages.

	<u>Fuel Supply</u>	<u>(Technical)</u>	<u>Energy</u>
General Material & Petroleum	AV 977-7109	977-6053	Fuels
Activity (GMPA)			
GMPA (Emergency After-hours)	AV 977-1110 (Operator)		
NGB-ARL-T	AV 225-3312 - - -	(Fuels, Natural Gas, Electricity)	

b. Units/activities unable to obtain sufficient fuel will notify the OUSPFO immediately. The OUSPFO, if unable to obtain a supplier, will notify the National Guard Bureau and State Energy Office that assistance is required. If assistance cannot be obtained within a reasonable period of time a lateral transfer of fuel sufficient to meet a local emergency may be directed from a larger bulk facility to the local emergency location, by the OUSPFO.

c. Units/activities will not seek resupply assistance direct from the National Guard Bureau, DGSC or GMPA.

d. In the event of reduced supply of electricity or natural gas, assistance will be required from the National Guard Bureau in obtaining alternate energy sources or in obtaining emergency allocations of energy.

11. Reporting

a. Reports will be made by the OUSPFO to NGB-ARL-T IAW instructions contained in NGB messages. (Ref NGB-ARL twx, Subject: Energy Reporting DEIS I and DEIS II, dated 11 Mar 83.

b. TAG-WV will report to FORSCOM, without delay, any drastic actions which must be taken that will have a material effect on readiness. (DCSLOG Energy Conservation Office, AFLG-E, AV 58-3516/2269/3123/3655).

c. Units/activities report immediately to the OUSPFO any difficulties in obtaining fuels and energy.

APPENDIX D

ENERGY CONSERVATION PROCEDURES FOR GROUND EQUIPMENT

1. Procedures outlined herein are designed to assist commanders in the Energy Conservation Program in the reduction of motor fuels to the maximum possible.

a. Vehicle operators will report, to their supervisors, any excessive usage of fuel or oil by their vehicle.

b. Vehicle road tests will be kept to the minimum that will establish satisfactory operations.

c. Tires will be inflated to proper air pressure at all times. NGB-ARL-M msg R08111Z Mar 80 authorizes the standard operating inflation pressure to be increased by 4 PSI for commercial design vehicles under 7,000 lbs GVW. This increase does not apply to military ground vehicles.

d. Filling of fuel tanks must be accomplished so as to prevent spillage. Care must be exercised to avoid over-fill and to avoid the use of faulty nozzles, cans, funnels, etc., that cause spillage of fuels.

e. Eliminate waste of gasoline used in immersion heaters. Frequently, using personnel carelessly spill considerable gasoline in filling fuel tanks for immersion heaters. This practice is not only wasteful but also dangerous.

f. Eliminate waste of fuels in chain saws, generators, lanterns, and other gasoline operated equipment. Frequently fuel placed in such items of equipment is not used, but simply "dumped" after intended use.

g. Fuel tanks, pods, gasoline cans, etc., will be secured to prevent theft of fuels from motor pools, maintenance buildings or other storage areas.

h. During refueling of vehicles, delays will be avoided that would cause waiting vehicles to waste fuel. For example, if necessary, stagger refueling of vehicles so that there is no waiting line.

i. When refueling vehicles from organic tankers or fuel pods, care will be exercised, by all units, to locate the fuel point for easy access and a minimum of maneuvering.

j. Complete planning should be accomplished prior to unit operations, road movements, projects, etc., to hold fuel consumption to the minimum quantity that permits adequate training and accomplishment of the training mission.

k. During Annual Training and Inactive Duty Training, use only vehicles and equipment required to accomplish the mission. Vehicles and equipment not required to accomplish the mission will remain in the motor pool.

l. Motor vehicle operators restrict engine idling to one minute or less. This does not apply to compression ignition engines which require stabilization of temperature before being shut off; however, engine idling of these vehicles should not exceed the time as published in the appropriate manual.

m. All personnel are encouraged to submit recommendations for additional means to conserve energy. Approved recommendations may be submitted for an incentive award.

2. Commanders at all levels will ensure maintenance of equipment is performed as outlined in appropriate manuals and the SOP for Maintenance, AGD-WV. This will ensure equipment gets the maximum performance on the minimum amount of fuel.

APPENDIX E

ENERGY CONSERVATION - OPERATIONS AND TRAINING

1. Mission Equipment and Exercises.

a. Commanders will keep to a minimum the administrative use of vehicles, aircraft, and other energy-consuming equipment. Vehicle usage will be pre-planned to assure the most energy efficient combination of reduction in vehicle miles, pooling of riders, use of load-carrying capacity, and a reduction in trip mileage for mission accomplishment.

b. Operate aircraft, whenever possible, in accordance with fuel saving operational parameters specified in performance charts in AOPs and by insuring that all vehicles are maintained to perform at full efficiency.

c. Flight and weapons demonstrations will be only those essential for training and recruiting purposes. Energy efficient equipment should be used whenever possible.

d. Large-scale energy-intensive exercises should be kept to the level required to maintain readiness. As part of the exercise planning and evaluation process, commanders will include consideration of energy use impact.

e. Engines of vehicles will be turned off when the vehicle is parked, waiting, or standing by for dispatch.

f. Motor vehicles will not exceed the national speed limit or the lower posted speed limit, unless safety or mission dictates otherwise.

2. Personnel and Training.

a. The exchange of energy conservation information and dissemination of instructions on current practices and other newly developed techniques for saving energy will be provided in training and education programs.

b. A strong internal energy information program will be maintained at units to foster the principle of conservation.

c. The use of car pooling to and from IDT and other training sessions is encouraged.

d. Commanders will include energy conservation as a special topic during staff visits, command inspection teams, and Yearly Training Programs (YTPs) will contain a statement that their units are practicing fuel conservation during operations and training.

e. TDY travel will be controlled to encourage multipurpose staff visits and alternative means of communication such as telecom or mail.

f. Consideration will be given to curtailment of operations during holiday periods where liberal leave policies normally are in effect, thus effecting significant energy conservation.