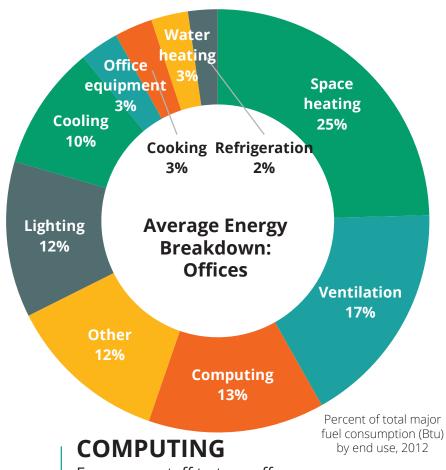
Energy Use Breakdown



Building Type: Office

Office buildings are reserved spaces for professional or administrative activities.

The chart on the right shows the average energy use for office buildings. Use the chart to understand your building's typical energy usage and find ways to conserve energy and save money. See the energy tips below for ideas on how to conserve in the largest use areas.



SPACE HEATING

Commercial buildings are empty 25% of the year. Educate occupants on turning down the thermostat when leaving for the night or weekend. Open window coverings to warm the space with sunlight on sunny winter days.



Encourage staff to turn off monitors when not in use, turn on sleep mode, and power down computers at the end of the day. Add stickers to monitors and/or calendar invites to remind staff to power down.



VENTILATION

Good ventilation is critical for creating good indoor air quality at your organization. Keep your HVAC working well by getting regular tune-ups, changing filters and keeping your system free of dust.



LIGHTING

Encourage staff to turn off lights when leaving empty rooms. Add lightswitch stickers as reminders to turn off lights. Add turning off the lights to a closing checklist so lights are not left on in an unoccupied building.

