

National Changhua University of Education Electricity Management Implementation Guidelines

Approved by the Executive Council on 08/01/103

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1. National Changhua University of Education (hereinafter referred to as the University) adopts the following principles as the basis for campus electricity consumption management in compliance with the government's energy conservation and carbon reduction policies. The University is committed to promoting rational and efficient energy use, to controlling electricity consumption, and to saving costs.
2. Campus electricity consumption is monitored by 'electricity consumption units of the same meter' (hereinafter referred to as electricity consumption units) according to the installed electricity meters and power lines. The principles of campus electricity consumption management are as follows:
 - I. New buildings should be properly metered to facilitate departmental (institutional) management. Research centres and laboratories with high electrical consumption should be metered separately.
 - II. Existing buildings should ideally be managed in accordance with the aforementioned guidelines but metered annually depending on the installation cost. Academic institutions and research centres without electric meters should be managed as a single electricity consumption unit.
3. On the basis of the above principles, the University's Energy Conservation Team hereby announces the 'Current Electricity Consumption Unit Differentiation Table'. Changes due to relocation or meter installation should be reported to the Energy Conservation Team so that amendments can be made.
4. For each electricity consumption unit, an electricity conservation group will be set up. Group members will consist of teachers and staff from the faculty, department, office, room, or centre of the unit, with at least one member from each actual division. A convenor will be nominated by the members and will be responsible for electricity conservation planning, plan implementation, effectiveness

evaluation, and supervision of all electricity facilities in buildings. A member of the teaching staff will be chosen as the electricity saving manager. This person will be responsible for coordinating matters related to saving electricity.

5. The electricity conservation group of each multi-departmental (institutional) electricity consumption unit shall convene to determine the percentage of electricity conservation incentives and over-deduction for each responsible party. The average of unit electricity consumption in the preceding two years will be used as the basis for the calculation. If there is less than two years' electricity use, the incentives and over-deduction will be averaged proportionally. Under exceptional circumstances, such as an increase or decrease in high-power equipment, the contractor or the user must submit a request to adjust the electricity consumption baseline.
6. The University's electricity monitoring system is used to manage the energy consumption of each unit across campus, using each building as a differentiator. The electricity consumption of units in the same building is shared proportionally. The calculation is based on floor area of the occupied space. If there is a need to adjust the calculation baseline, the electricity conservation group of each building must meet and agree on the decision. The adjustment will take place in one month upon the principal's approval. The electricity use quota is calculated using the average energy consumption in the preceding two years, and the electricity bill is determined according to the University's annual electricity unit cost. Those who have saved electricity will be rewarded with incentives, while those who have exceeded their electricity quota will be responsible for paying a certain percentage of the bill.
7. The electricity consumption statistics of each building will be announced every two months and the data compared with the electricity consumption of the same period from the previous year for analysis. Each electricity consumption unit will be informed. Units with unreasonable energy consumption will be ranked and reminded.
8. The total electricity consumption is calculated at the end of the year. When the calculation is completed, 50% of the electricity bill savings will be returned to each unit to encourage energy conservation. If

the electricity consumption exceeds the quota, 50% of the excess electricity cost will be deducted from the relevant funds of each unit.

9. The guidelines will come into effect upon approval by the Executive Council and the Principal, as well as any amendments thereto.