



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION MIRAMAR
P.O. BOX 452001
SAN DIEGO, CALIFORNIA 92145-2001

StaO 11300.2B

S-4

4 SEP 2013

Station Order 11300.2B

From: Commanding Officer

To: Distribution List

Subj: ENERGY MANAGEMENT PROGRAM

Ref: (a) USMC Expeditionary Energy Strategy
(b) USMC Installations Energy Strategy
(c) Marine Corps Installations Energy Policy Statement
(d) MCAS Miramar Energy Strategy 2020

1. Situation. This Order sets energy management policy, provides Goals, guidelines, and procedures for Marine Corps Air Station (MCAS) Miramar facilities, it also assigns actions and responsibilities per the references in order to establish and implement an Energy Management Program that includes efficient building operation and behavioral awareness to conserve energy and water resources.

2. Cancellation. Station Order 11300.2A.

3. Mission. Actively implement the energy management policies specified in this Station Order and its references.

4. Execution

a. Commander's Intent and Concept of Operations. To achieve significant cost avoidance and reduction through and effective Energy Management Program. In addition, significant environmental benefits such as reduction of greenhouse gas emissions and other pollutants associated with the production of electricity or the burning of fossil fuels will be attained through a comprehensive energy program.

b. This program requires all-hands effort and an on-going commitment to behavioral change through conservation efforts, sound energy management practices, and lifecycle cost-effective energy efficiency projects. The behavior demonstrated through this program will instill an energy efficient "ethos" in our installation which will carry off base to our homes, family, friends, and community.

c. The program does not sacrifice quality of life or productivity for energy efficiency. An effective energy management program will improve quality of life and productivity by tailoring energy use to actual need by freeing up dollars otherwise spent on energy for more urgent mission personnel support requirements.

b. Subordinate Element Missions

(1) The S-4 Installation and Logistics Director has overall coordinating responsibility for energy resource management and shall appoint the Station Energy Manager under the Public Works Division.

(2) The Utilities Conservation and Appraisal Board (UCAB) will provide oversight and coordination of energy management programs. The group shall have the following membership:

- (a) Installation and Logistics Director (S-4)
- (b) Public Works Officer (S-4)
- (c) Energy Manager (S-4)
- (d) Facilities Maintenance (S-4)
- (e) Environmental Management Division (S-7)
- (f) Combined Bachelor Quarters (S-4)
- (g) Comptroller's Office (S-8)
- (h) Unit Energy Managers
- (i) Marine Corps Community Services (MCCS)
- (j) Operations (S-3)

(3) The Energy Manager is responsible for the following:

(a) Ensure UCAB members are aware of the mandated energy goals and specific energy issues facing our facilities. Encourage team members to use their knowledge of building operations and mission requirements to suggest ways to reduce energy usage and cost.

(b) Provide briefings to the Commanding Officer (CO), department heads, and tenants activates. Keep the command apprised of the energy issues and progress toward energy reduction goals and mandates. Make energy management an integral part of daily operations.

(c) Ensure resources and energy systems are properly maintained, repaired, and monitored. Set up a system for energy-related problems to be promptly reported and resolved. Encourage maintenance personnel to use their expert knowledge of building systems to submit suggestions to reduce energy costs.

(d) Establish an energy conservation program to change the behavioral habits of energy and water utilization.

(4) Commanders

(a) Instill conservation ethos through your command.

(b) Appoint a dedicated and responsible Unit Energy Manager.

(5) Unit Energy Managers (UEM)

(a) Ensure the contents of this order are briefed to all personnel within respective units.

(b) Educate unit personnel on energy saving techniques available.

(c) Work with the Station Energy Manager to establish and implement the behavioral awareness efforts of energy and water conservation.

(6) Building Energy Monitors (S-4 Representatives)

(a) Ensure the contents of this order are briefed to all personnel within respective units

(b) Educate unit personnel on energy saving techniques.

(c) Report deficiencies and be alert to energy and water conservation opportunities.

(7) All military, civilian, and family aboard MCAS Miramar

(a) Accept the personal responsibility to actively participate in energy and water conservation. The following are daily conservation measures each tenant military, civilian, or family member can take to be more efficient:

1. Keep doors and windows closed when the air conditioning or heat is on.

2. Report excessive heating or cooling settings.

3. Turn lights out when leaving a room and report lights frequently left on in empty rooms.

4. Turn off overhead lighting and use natural daylight or task lighting when practical.

5. Report over-lit areas where the Public Works Department (PWD) can de-lamp or de-energize fixtures to save energy.

6. Do not leave water on when washing hands, equipment, dishes, etc.

7. Reduce shower times.

8. Report all energy or water waste that's outside of your ability to correct.

9. At the end of the work day, turn off all lights, computer equipment, copiers, printers, shredders, fax machines, coffee makers, etc.

5. Administration and Logistics. This Order is issued under the Distribution Statement A and is published electronically. It can be accessed online via the MCAS Miramar web page at <http://intranet.miramar.usmc.mil/sl/>.

6. Command and Signal

a. Command. This Order is applicable to all commands organizations, units and activities aboard MCAS Miramar.

b. Signal. This Order is effective the date signed.


J. P. FARNAM

Distribution: A