



**JOMO KENYATTA UNIVERSITY
OF
AGRICULTURE AND TECHNOLOGY**

ENERGY MANAGEMENT OFFICE

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INTERNAL MEMO

From: ENERGY MANAGER

Date: 4TH FEB, 2016

To: ALL STAFF AND STUDENTS

Ref: JKU/2/140/4/1

SUBJECT: ENERGY SAVING TIPS

Our University has now embarked on a mission to cut spending on energy by 50% in three years, pursuant to the University Energy Use Policy 2014 and in accordance with the country's Energy Regulations 2012. Though the University Energy Management Office has been created to spearhead this campaign, it will take the effort of every member of our University Community to succeed in this mission for we all interact with energy in one form or another. For a start, the Energy Management Office is calling upon each one of us to dutifully practise the following simple but effective energy saving tips:

- i) **AVOID TURNING ON** artificial lighting in rooms/spaces that are naturally well-lit.
- ii) **TURN OFF** lights and electrical/electronic appliances when not in use.
- iii) **UNPLUG** as many of the electrical/electronic devices as is practicable after switching them off, to cut back on IDLE LOAD. Such devices in common use include computers, TVs, DVD players and phone chargers.

The Energy Management Office is open to suggestions on innovative ways to keep the energy bill in check. You may channel your suggestions through the email address: energyoffice@jkuat.ac.ke.

Anthony Gitahi
University Energy Manager

Cc: Vice Chancellor

