



OVERVIEW

1. Description

*The activity consists of looking for practices and behaviors related to energy conservation **at home**. Employees will perform the activity individually and they should mark on their Scavenger Hunt list which items were found in their household. After completing the activity, the employee should reflect on what changes can be done to improve energy conservation practices. The reflection includes an Action Plan. If you would like assistance completing the Action Plan, contact the Sustainability Division. The activity should be reproduced 45 days after the proposed Action Plan was implemented and results should be evaluated. The goal is to increase the score or to maintain it if you received a high score the first time.*

2. Objective

The activity aims to educate employees about the behaviors they can adopt to conserve energy at home. It can be done with the household members.

3. Duration

*The Energy Scavenger Hunt takes up to 30 minutes from start to finish.
The final evaluation should be done 45 days after the Action Plan is implemented.*

4. Outline

The activity should be completed independently by each employee of the work group. The activity can be done individually or with other household members.

*Let the Sustainability Division know when you complete the Scavenger Hunt!
It helps support our work and track how many employees participated.*

|| HOW IT WORKS

- **Step #1: Schedule time for the activity**
Set up a time when you can spend up to 30 minutes completing the activity. You can invite your housemates and family members to participate and make it a fun way to learn together.
- **Step #2: Scavenger Hunt**
The activity is not limited to your workspace, **but it is included** in the scavenger hunt if you work remotely.
- **Step #3: Take Action**
Once you finish the activity, develop an Action Plan that can be implemented to help save energy at home.
- **Step #4: Communicate**
Click the [link](#) to let us know when you complete the Scavenger Hunt! It helps us track how many people participated. Reach out to the [Sustainability Division](#) if you have questions about this activity.
- **Step 5: Re-evaluate**
Revisit this activity within 45 days to build your score further, or to ensure you maintain your high score.



|| SCAVENGER HUNT

Every day, we are faced with decisions we may not realize are related to energy use. Small changes in behavior and quick repairs or upgrades can help create a more suitable space and lead to energy conservation and monetary savings. Let's discover some daily choices at home which contribute to conserving energy.

Look for each of the items listed below and enter 1 point next to each item you find at home or a behavior you have already adopted. Add one extra point if further specified.

Part 1 –

- 1. Deskside electronics in your workspace are plugged into a power strip.**
Or have appliances in the living room such as TV, DVD player, game system that are plugged into a power strip.
Energy Patrol Tip: Many consumer electronics continue to draw power even when they are switched off, which could add an extra 10% to your monthly utility bill. Cut down on phantom load: at the end of each day, shut down laptops, monitors, printers and desk lamps, then switch off the power strip to turn off your devices. A power strip that is visible and easy to reach is most effective.
- 2. Fall/Winter: Adjust blinds to let the sunlight enter in the rooms.**
Energy Patrol Tip: Open blinds to allow the sun to heat your home and keep the environment light, especially those that receive direct sunlight.
or
Spring/Summer: Adjust blinds to block direct sunlight.
Energy Patrol Tip: They help keep your home cool by reducing the direct sunlight coming inside. Note: You may also want to try switching the blinds that are opened and closed throughout the day to maximize light and heat from the sun as needed.
- 3. Computer/ monitor(s) turned off when not in use.**
Energy Patrol Tip: Sleep mode is an energy-saving state that allows activity to resume when fully powered. This uses much less power than when on and active. If not yet enabled, set power management options to automatically put your computer to sleep/standby mode after 15 minutes, or less, of inactivity. *And screen savers?* They're not necessary to protect modern monitors, and it's much more efficient to simply set your monitor to switch off when it's not in use. Turn off computers/monitor(s) when you're done for the day and remember to always save your work before turning off the computer. After shutting down the computer/monitor(s), switch off the power strip to save energy.
- 4. Appliances that are not in use are unplugged.**
Energy Patrol Tip: Unplugging appliances that are not being used helps reduce the standby power load. Some products such as the digital alarm clock and refrigerator you may want to keep plugged in, right? But there are many appliances you may not need to have plugged in when they are not in use, such as your coffee maker, kettle, or toaster oven.

5. Energy efficient certified products.

Find at least one. Bonus: add an extra point if you have more than three certified products.

Energy Patrol Tip: Look for equipment with the Energy Star label. Energy Star is a government rating system that sets standards for efficient electronic devices and appliances. They use less energy to perform regular tasks, and when not in use, automatically enter a low-power mode.

6. Lights are turned off in unoccupied rooms.

Energy Patrol Tip: An average household dedicates about 5% of its energy budget to lighting. If you're not using the space, remember to turn off the lights to reduce energy usage and save money.

7. Dishwasher and washing machine are usually run fully loaded.

Energy Patrol Tip: Use the water and energy saving settings if your dishwasher has this capability to conserve more energy. If possible, let dishes air dry to save more energy.

8. Doors and windows: Are closed well and allow for no drafts.

Energy Patrol Tip: Look between the wall and the window frame or door frame to check if there are drafty doors/windows that don't close well. Gaps let cold air in or out, causing your heating bill to increase in the winter and your electric bill to increase in the summer.

9. Wash clothes in cold water when possible.

Energy Patrol Tip: Heating water takes a lot of energy, accounting for about 14% of the average home electric bill. Modern detergents are designed to clean effectively with cold water.

Note: If you use a laundromat and wash your clothes in cold water, you still earn one point.

10. Windows are kept closed when the heating or cooling system is running.

11. Keep lids on pots and pans when cooking meals.

Energy Patrol Tip: When appropriate, keep the lids on your pans while cooking to allow you to set a lower temperature on your stove while cooking. It will help decrease the energy use of your stove by up to 66%.

12. Hot water heater is set at or below 120 degrees Fahrenheit.

Energy Patrol Tip: Hot water heaters are the third leading cause of energy consumption at home. The most energy efficient temperature is 120 degrees or lower. For every 10 degrees lower you set your heater, you'll save between \$10-30 a year. Click the [link](#) to learn how to change the temperature of your hot water heater.

Note: If you are a renter and don't have access to the hot water heater, you might talk to your landlord about incorporating sustainable practices to conserve energy.

Part 2 – Bonus

1. LED light bulbs in the main rooms

Energy Patrol Tip: Switching from traditional incandescent light bulbs to ENERGY STAR® certified bulbs is the easiest and most affordable way for you to reduce your electricity costs. LED bulbs use up to 90% less energy than old incandescent bulbs and last 15–25 times longer. Energy Trust works with select retailers and manufacturers that have discounts on qualified ENERGY STAR LEDs. Click on the [link](#) to find retailers that work with Energy Trust and offer discounts on ENERGY STAR certified LEDs.

2. Clean or replace air filters according to maintenance schedules

Energy Patrol Tip: A dirty filter will slow down air flow, make the system work harder and waste energy. Checking, changing, or cleaning your filter every 3 months saves money and extends the life of your home’s heating, ventilation, and air conditioning (HVAC) system.

3. Smart lighting (timers and motion detectors) is installed to turn off the lights.

Energy Patrol Tip Energy-efficient timers, dimmers and energy-saving light switches can be programmed through a smart hub or through a home energy management system, and they ensure lights aren’t wasting energy when there’s no one using the space.

4. Set the thermostat to save energy

During the cold season, set the thermostat to 68°F or lower while you are awake and set it even lower while you are asleep or away from home. During the warm season, set the thermostat to 78°F or higher while you are at home and set it even higher when you are away. Please consider indoor pets when setting the thermostat.

Energy Patrol Tip: If you own your home, investing in a [programmable thermostat](#) can make a difference; it costs \$100 or less and can cut energy consumption by 20 to 30 %—saving \$180 a year—by adjusting the temperature throughout the day and even from your smartphone. With a programmable thermostat you can automatically turn on the heating or air conditioning at times you schedule. Some organizations such as [PGE](#) have rebate programs for qualified applicants.

5. Take a selfie in your workspace and show that your deskside electronics are plugged into a power strip. Send it to Sustainability@co.washington.or.us

Your Final Score:

Find Your Energy Level

- 1 to 5 points: Energy Saver in Training
- 6 to 12 points: Advanced Energy Saver
- >12 points: Master Energy Saver

|| ACTION PLAN

Name:

Department/Division:

Current Energy Level and Score:

- List items and behaviors intended to improve energy efficiency and initiate/adopt improvements.
- Establish actions that need to be taken in the next 45 days to increase your score or to maintain a high score. The goal is to become a Master Energy Saver (minimum score of 12 points).
- We encourage you to involve your housemates and family members in the Action Plan by discussing the suggested Action Plan and explaining the benefits of making the changes. Their participation will help enforce that everyone plays an important role in conserving energy.
- The second Scavenger Hunt will be on _____ (up to 45 days after the completion of the Action Plan).
- Scavenger Hunt Start Date:
- End date: 45 Days after Implementation of Action Plan:

What needs to be improved/changed?	Actions to be taken to improve energy efficiency	Resources needed	Who will be responsible? <i>(An individual or all?)</i>

Thank you for taking the time to do the Scavenger Hunt.

Click this [link](#) when you finish to help us track the number of people who have completed it.