

Implementation Directions for Energy Conservation Promotion at National Ilan University

Took Effect at 1st Administrative Meeting of 2010 Academic Year

Amended at 15th Administrative Meeting of 2011 Academic Year

Amended at 6th Administrative Meeting of 2013 Academic Year

Amended at 13th Administrative Meeting of 2020 Academic Year on March 17, 2020

I. In order to substantially perform the government's energy conservation policy, strengthen energy conservation publicity in education, as well as creating a consensus on energy conservation among faculty and students, National Ilan University (hereinafter referred to as the "University") formulates the "Implementation Directions for Energy Conservation Promotion at National Ilan University" (hereinafter referred to as the "Directions") in accordance with provisions of the "Comprehensive Energy Saving and Carbon Reduction Measures for Government Agencies and Schools" and the "Electricity Efficiency Management Plan for Government Agencies and Schools" promulgated by the Executive Yuan.

II. Implementing Measures:

(I) Organization and Responsibilities

1. To promote various energy conservation measures, the University established an Energy Conservation Promotion Committee (hereinafter referred to as this "Committee"). Its responsibilities are as follows:

- (1) Establish the University's energy conservation system and plan energy conservation goals and work plans.
- (2) Popularize and implement energy conservation technologies, measures and methods.
- (3) Discuss and conclude strategies and measures to improve energy conservation for the University.
- (4) Promote publicity, education and training on energy conservation matters.
- (5) Discuss and conclude energy conservation-related research matters assigned by superior authorities and administrative meetings.
- (6) Other matters pertaining to energy conservation.

2. This committee consists of 11 to 15 members, including the Vice President for Administration, Chief Secretary, Dean of Student Affairs, Dean of General Affairs, Director of Library and Information Center, Director of the Center for Occupational Safety and Health and Environmental Protection, and the deans of each college are ex-officio members. The other members shall be the University's full-time teachers with the expertise pertaining to such other fields appointed by President of the University. The Vice President for Administration shall serve as the convener, and the Dean of General Affairs concurrently serves as the Executive Secretary. The term of office of the committee members is 2 years, and the term may be renewed upon expiration thereof.

3. The committee meeting shall be held once every semester, and the convener shall serve as the chairperson of the meeting. A special meeting may be held when necessary.

4. The convener of the meeting may invite relevant personnel from the University to be present at the meeting.

5. The person in charge of the energy conservation implementation sector is the director of each College, Department, Institute, Center and administrative sector, who is responsible for implementing the energy conservation plans and measures formulated by this committee.

(II) Take Energy Conservation and Carbon Reduction Measures

1. Purchase and replace equipment and appliances.
2. Save electricity, water and oil.
3. Others.

(III) Recording and Control

1. The implementation sector shall record the air conditioning temperature of each area of responsibility every month for the University to carry out necessary improvements.
2. The implementation sector shall record and control the fuel consumption of official vehicles every month.
3. The implementation sector shall regularly conduct equipment system maintenance and cooperate with the General Affairs Office for inspections.

(IV) Self-Evaluation and Review for Improvement

1. Electricity, water and oil consumption of each implementation sector shall be compared with the same period of the previous year. Without special reasons, the electricity, water and oil consumption shall achieve zero growth or negative growth.
2. The annual Energy Usage Intensity (EUI) of each implementation sector shall be compared with the benchmark value for EUI of institutions and schools of the same type. If it is higher than the benchmark value, the implementation sector shall conduct a review and propose improvement measures.

(V) Education and Training

1. Each implementation sector shall dispatch personnel to take part in education and training courses related to energy conservation.
2. Classify energy conservation as a regular routine, use various internal gatherings or activities to publicize energy conservation concepts and practices, as well as sending personnel to attend energy conservation related seminars (workshops).
3. Post daily energy conservation slogans or reminder signs to develop energy-saving habits among all employees.
4. Reward energy-saving implementation sectors to encourage all employees to participate in the substantial performance of energy conservation. The directions will be formulated separately.

III. The Directions shall be in force after being approved by the Administrative Meeting.