

# **Yuan Ze University Executive Regulations for Campus Energy Saving Affairs**

July 26, 1993, Passed by the 46th Executive Council Meeting of the 1992 Academic Year

October 20, 2021, Amended by the 6th Executive Council Meeting of the 2021 Academic Year

**Article 1.** Objectives: To reduce electricity consumption and adjust peak load contract capacity values as needed, these regulations are established to promote energy conservation and efficient energy utilization.

## **Article 2.** General Measures

1. Existing streetlights shall be configured with single lamps as the standard, except in dimly lit areas where dual lamps may be installed.
2. LED lighting shall be used in corridors, public areas, and basement parking lots of all buildings (including dormitories) as the standard.
3. Lighting controls in public areas shall adopt programmable systems. Based on the wiring layout of each building, traditional lighting circuits shall use programmable switches, while two-wire lighting circuits shall include centralized scheduling or automatic shutoff times at the control center or local switches. Independently timed or sensor-based controls may be installed in poorly lit corridors or special locations as needed.
4. Elevators in all buildings, except for accessibility elevators and those in Building 5, shall not stop at the second and third floors unless transporting heavy items, which requires prior approval from the General Affairs Office.
5. Building managers shall inspect lighting usage and turn off unnecessary lights based on actual needs.
6. High-energy-consuming appliances, such as electric heaters, microwaves, induction cookers, and rice cookers, are strictly prohibited in graduate student laboratories. Students are also prohibited from staying overnight or engaging in non-research-related activities.
7. Classrooms not scheduled by the Office of Academic Affairs must be equipped with card-operated power control devices to implement user-pay systems. Maintenance of these devices shall be the responsibility of the General Affairs Office.
8. Each unit must prioritize purchasing equipment certified with the Green Mark or Green Seal.

## **Article 3.** Power Monitoring

1. The General Affairs Office shall operate the power monitoring system, monitor electricity demand, and unload non-essential power usage as needed to reduce consumption and avoid exceeding contract limits.

2. The Office of Academic Affairs shall provide the semester schedule for all classrooms to the General Affairs Office for configuration in the power monitoring system. Classroom reservations must be applied for through the Portal system. Once approved by the General Affairs Office, the settings shall be configured in the power monitoring system. For temporary classroom adjustments due to schedule changes or equipment issues, the Office of Academic Affairs or the relevant department shall notify the General Affairs Office for immediate power activation.
3. The General Affairs Office shall perform regular maintenance, upkeep, and replacement of equipment or systems within the power monitoring system. Monitoring items may be added or removed based on actual needs.

**Article 4. Energy Conservation Supervision**

1. An Energy Conservation Supervision Team shall be established, comprising representatives from the Construction Maintenance Section and one representative from each department, office, center, and unit. The Dean of General Affairs shall serve as the convener, and the Construction Maintenance Section shall handle related tasks.
2. Responsibility Areas:
  - (1) Each unit is responsible for the spaces it occupies, including offices, laboratories, and research rooms.
  - (2) Building managers shall oversee corridor and classroom lighting in public areas during the day, while on-duty personnel shall take responsibility at night.
3. Inspection Items and Schedule:
  - (1) During working hours, the Construction Maintenance Section shall conduct irregularly inspections with representatives from each unit to ensure that no energy is being wasted within their assigned responsibility areas.
  - (2) During non-working hours or holidays, on-duty personnel shall inspect units during patrols and address any abnormalities immediately.
    - a. Inspection Items:
    - b. Whether lights and air conditioning are turned off when rooms are unoccupied.
    - c. Whether air conditioning is set below 26°C.
    - d. Whether prohibited appliances, such as electric heaters, microwaves, induction cookers, and rice cookers, are in use.
4. Handling of Violations:

If any violations of the inspection items listed in Article 3 are identified, the following actions shall be taken: For the first violation, a notice to rectify the issue will be issued. For the second violation, a further warning to rectify will be given. For the third violation, a report will be submitted to the General Affairs

meeting.

**Article 5.** These regulations shall take effect upon approval by the General Affairs Meeting and subsequent promulgation. Amendments shall follow the same procedure.

In case of any discrepancy between the Chinese and English versions, the Chinese version shall prevail.