



Facility Unoccupied Mode: Minimal Equipment Operation Checklist

Steps To Take:

HVAC:

- ✓ Monitor humidity levels
- ✓ Cycle the AHUs for humidity control rather than temperature
- ✓ Keep outside air dampers closed unless economizer conditions allow for free cooling

Monitoring:

- ✓ Have maintenance team walk through the facility occasionally
- ✓ Visually inspect any equipment when it's running to confirm proper operation
- ✓ Remotely monitor the building through the Building Automation System (BAS) if possible

Other:

- ✓ Turn off lighting except security lighting
- ✓ Close all windows to reduce security risk from people and critters
- ✓ Don't just turn off equipment and shut the doors

We Can Help

Ross & Baruzzini has a proven track record of improving our clients building operations and reducing costs. Energy conservation and sustainability have been core components of Ross & Baruzzini since our inception, and we treat these critical elements as a top priority of every design we produce for our clients' facilities. Our ultimate goal is to become your trusted advisor, measuring our success by the results we deliver.