



**DEPARTMENT OF THE ARMY**  
**ASSISTANT SECRETARY OF THE ARMY**  
**(INSTALLATIONS, ENERGY AND ENVIRONMENT)**  
**110 ARMY PENTAGON**  
**WASHINGTON, DC 20310-0110**

SAIE

23 AUG 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Comprehensive Energy and Water Evaluations Policy

1. References:

a. 42 U.S.C. 8253 (f) – Use of Energy and Water Efficiency Measures in Federal Buildings.

b. Facility Energy Management Guidelines and Criteria for Energy and Water Evaluations in Covered Facilities (42 U.S.C. 8253 Subsection (f), *Use of Energy and Water Efficiency Measures in Federal Buildings*), Federal Energy Management Program (FEMP), November 25, 2008.

2. Purpose: This memorandum sets policy and assigns responsibilities to conduct and report annually on comprehensive energy and water evaluations at permanent military installations.

3. Applicability: This policy applies to all permanent Active Army installations, Army National Guard and Army Reserve installations, sites, and facilities operated and/or maintained by federal funds in CONUS and OCONUS (hereinafter referred to as installations). Exception: this policy does not apply to Civil Works locations, leased space or contingency bases.

4. Policy: Installations will conduct comprehensive energy and water evaluations (hereinafter referred to as evaluations) in accordance with the referenced statute and FEMP guidance. Responsibilities for conducting and reporting the evaluation results are set forth in the following paragraphs.

a. Land Holding Commands, i.e., IMCOM, AMC, ARNG, USAR, and SMDC (hereinafter referred to as Commands) will work with their installations to develop a multi-year execution plan for comprehensive energy and water evaluations, and annually submit the plan to the Office of the Assistant Chief of Staff for Installation Management (OACSIM). Based on Command execution plans, OACSIM will use this information to develop resource requirements in the Army Program Objective Memorandum (POM) to execute Comprehensive Energy and Water Evaluations. Commands will prioritize resources in the year of execution to accomplish the plan.

b. Installations will rank order all their facilities (as defined in Reference 1a. above) by energy and water intensity, measured in terms of annual energy or water use per unit area. The facilities that cumulatively make up approximately 75% of the installation's total annual energy and water usage will then be evaluated once every four years, with at least 25% of the facilities being evaluated each year.

SAIE

SUBJECT: Comprehensive Energy and Water Evaluations Policy

c. The evaluations will consist of an in-depth survey of facility energy and water-consuming systems, and will include an analysis of potential commissioning, re-commissioning, and retro-commissioning opportunities. The evaluations must result in a report detailing the estimated implementation costs, as well as the estimated energy and water savings, utilities cost avoidance, and life-cycle cost-effectiveness of every energy and water saving measure identified. This information should be used to develop projects, including energy savings performance contracts (ESPC) and utility energy service contracts (UESC). This information will also be used to develop resource requirements in the Army Program Objective Memorandum (POM).

d. The evaluations must include analysis of utility billing and rate structures to determine the appropriate unit cost of potential energy and water savings. In conjunction with this analysis, the evaluations will include a review of the completeness and accuracy of utility cost and consumption data reported in the Army Energy and Water Reporting System, as well as pertinent project data impacting comprehensive energy and water evaluation recommendations.

e. Installations can draw upon any of the following resources for completing their evaluations:

- (1) Government employees with utility evaluation training (in-house facility engineering staff);
- (2) US Army Corps of Engineers Districts, Laboratories, and Huntsville Center;
- (3) Department of Energy (DOE) National Laboratory staff;
- (4) Private sector contractors either on a fee-for-service basis or through a financed arrangement under an ESPC or UESC;
- (5) Private utility evaluation contractors retained on a fee-for-service basis through the General Services Administration (GSA) Schedule;
- (6) Energy management contract support staff, such as Resource Efficiency Managers, or
- (7) Other qualified sources as approved by the installation's higher headquarters.

f. Commands will ensure their installations maintain the evaluation results and report them annually to the OACSIM, who will validate and report the results to the DOE via their web-based Compliance Tracking System. The OACSIM will ensure compatibility of current year data with Army data reported in previous years, prior to reporting to DOE.

5. This policy is effective immediately. Any requests for exception to this policy must be forwarded in writing through the chain of command to the Deputy Assistant Secretary of the Army for Energy and Sustainability for approval.

SAIE

SUBJECT: Comprehensive Energy and Water Evaluations Policy

6. The point of contact for this policy is Mr. Paul M. Volkman, (703) 697-3765, paul.m.volkman.civ@mail.mil.



Katherine Hammack  
Assistant Secretary of the Army  
(Installations, Energy and Environment)

**DISTRIBUTION:**

Principal Officials of Headquarters, Department of the Army  
Commander

- U.S. Army Forces Command
- U.S. Army Training and Doctrine Command
- U.S. Army Materiel Command
- U.S. Army Europe
- U.S. Army Central
- U.S. Army North
- U.S. Army South
- U.S. Army Pacific
- U.S. Army Africa
- U.S. Army Special Operations Command
- Military Surface Deployment and Distribution Command
- U.S. Army Space and Missile Defense Command/Army Forces Strategic Command
- Eighth U.S. Army
- U.S. Army Network Enterprise Technology Command/9th Signal Command (Army)
- U.S. Army Medical Command
- U.S. Army Intelligence and Security Command
- U.S. Army Criminal Investigation Command
- U.S. Army Corps of Engineers
- U.S. Army Military District of Washington
- U.S. Army Test and Evaluation Command
- U.S. Army Reserve Command
- U.S. Army Installation Management Command
- Superintendent, United States Military Academy
- Director, U.S. Army Acquisition Support Center
- Director, Army National Guard Bureau