



St. Tammany Parish Public School System

Custodian Energy Management Tips

As a St. Tammany Parish Public School System custodian, I realize that my actions play a critical role in determining district utility costs. Every day I make decisions that impact the amount of energy and resources used in our buildings. The district has entrusted me with this responsibility and I hereby pledge to support energy management as follows:

1. I recognize that proper cleaning and preventive maintenance affects energy efficiency and I will ensure that HVAC grills and coils are cleaned and filters are changed as scheduled.
2. I will turn off lights as I leave a work area or when natural daylight is bright enough to perform the task at hand.
3. I will turn off heating and cooling and ceiling fans as I leave a work area.
4. I will support district standard heating and cooling set points: 68°F – 72°F when heating and at 72°F - 76°F when cooling.
5. I will turn off my work equipment when it is not being used.
6. I will investigate when I see exterior lights on during the day and will adjust control or submit a work order to my principal as necessary.
7. I will keep my eyes and ears open for equipment and water running when they should be off.
8. I will support district-wide energy management efforts by promptly submitting work requests for leaks and other maintenance issues.
9. I will promote energy efficiency and resource conservation with staff and students and will model energy efficient behavior.

