



Republic of the Philippines
Department of Education
SOCCSKSARGEN REGION

June 18, 2024

REGION MEMORANDUM
AD-2023-032

IMPLEMENTATION OF LOW-COST ENERGY EFFICIENCY AND CONSERVATION MEASURES

To: Schools Division Superintendents
School Heads, Public Elementary and Secondary Schools
All Others Concerned

1. Pursuant to the Memorandum Circular No. 48 dated May 13, 2024, titled **Directing All Government Agencies and Instrumentalities and Encouraging Local Government Units to Adopt and Immediately Implement Low-Cost Energy Efficiency and Conservation Measures**, Republic Act No. 11285 otherwise known as the **Energy Efficiency and Conservation Act** and DepEd Order No. 50 s., 2008, titled **DepEd Electricity and Fuel Saving Measures**, this Office reiterates implementation of low-cost energy efficiency and conservation measures to support government's austerity program and improve efficiency.

2. To align our actions and prioritization, the following conservation measures on the use of electricity, fuel and water conservation measures are hereby implemented effective immediately.

A. On Electricity

1. Limit the operation/use of the air-conditioning system for up to 8 hours straight only (e.g. 7PM to 3PM or 8AM to 4PM)
2. To ensure maximum energy efficiency, the following air-conditioning temperature shall be as follows:
 - a. Dry/Summer Season – 24 °C
 - b. Wet/Rainy Season – 25 - 26°C
3. From 6:00 o'clock in the evening to 5:00 o'clock of the next morning, all lights inside the offices/classrooms and corridors shall be turned off. And those lights at the gates and strategic areas needed for the security and safety of the areas shall be off from 4:00 o'clock in the morning to 6:00 o'clock in the evening.
4. Lights shall be turned off after office hours, except in offices where continuous work or services to the public is being conducted.
5. Computers are strictly for official use only and shall be shut down when not in use.
6. All energy consuming equipment such as printers, water dispensers and other equipment shall be unplugged/turned off before leaving the office/classroom.
7. All personnel with approved authority to render overtime service shall be allowed to extend beyond 5:15 pm.
8. Personnel with duly approved authority to render overtime service on Saturdays, Sundays and Holidays shall be allowed to enter the office premises and use the air-conditioning system.



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B. On Fuel

1. To reduce fuel consumption of the office, carpooling shall be implemented with proper scheduling of daily trips to avoid unnecessary trips;
2. Smooth/Moderate acceleration of vehicles and driving at a steady pace to avoid unnecessary and repetitious speeding up and slowing down;
3. Prohibition on overloading of vehicles;
4. Regular engine tune-up and replacement of air and fuel filter;
5. Periodic change oil and replacement of oil filter; and
6. Proper inflation and alignment of tires and proper alignment and balancing of wheels;

C. On Water

INDOOR

1. Turn off faucets when not in use;
2. Turn off faucets while brushing your teeth;
3. Turn off faucets while lathering and scrubbing hands, then turn it back on to rinse; and
4. Regular checking of toilets, faucets, and pipes for leaks and fix them immediately.

OUTDOOR

1. Water your plants and lawn early in the morning or late in the afternoon when it's cooler. Don't water your plants during windy days or high noon;
2. Don't water your lawn often. Never soak your lawn; grass does not need a lot of water;
3. When cleaning your sidewalk or driveway, use a broom instead of a hose;
4. Immediately report to concerned personnel any water leaks from busted pipes, pilferage, etc; and
5. Use recycled water (e.g., water used in dishwashing) for watering plants.

3. Schools Division Superintendents are hereby directed to designate their Energy Efficiency and Conservation Officer (EEC Officer) in the SDO and the schools who shall be responsible for the following:

- a) To monitor and evaluate the energy efficiency and conservation program of the office/school consistent with the Government Energy Management Program (GEMP);
- b) To ensure the implementation and improvement of energy efficiency measures within their office/school.

4. Likewise, the Schools Division Superintendents shall intensify energy efficiency and conservation efforts to ensure efficient and judicious utilization of energy.

5. Attached is Memorandum Circular No. 48 for reference.



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6. For queries and information, contact Alyssa Grace D. Goyone of the Administrative Division – General Services Unit through alyssagrace.goyone@deped.gov.ph or (083) 228-8825 / 228-1893.
7. For your information and strict compliance.


CARLITO D. ROCAFORT
Director IV

Enclosure: As stated

Allotment: MOOE

To be indicated in the Perpetual Index under the following subject
ENERGY POLICY

AGDG/AD-GS/RM - IMPLEMENTATION OF LOW-COST ENERGY EFFICIENCY AND CONSERVATION
MEASURES/001/June 18, 2024



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