#### Republika ng Pilipinas (Republic of the Philippines) MINISTRI NG EDUKASYON AT KULTURA (MINISTRY OF EDUCATION AND CULTURE) Maynila

July 25, 1980

MEC MEMORANDUM No. 155, s. 1980

PRESCRIBED FORMS FOR REPORTING MONTHLY ELECTRIC CONSUMPTION

To: Bureau Directors
Cultural Agency Directors
Regional Directors
Chiefs of Services and Heads of Units
Schools Superintendents
Presidents, State Colleges and Universities
Heads of Private Schools, Colleges and Universities

- 1. Inclosed is a copy of Memorandum Circular No. 80-05-01 of the Inter-Agency Committee on Electric Power Conservation regarding submission to that Committee monthly summary reports of electric power consumption of all government offices. Also inclosed are forms No. GPC-01 and GPC-02. It will be noted that form No. GPC-02 should have been submitted to the Inter-Agency Committee on June 30, 1980 but due to the late receipt of these forms, it is no longer possible to submit the report on said date. Form No. GPC-01 should be submitted to this Ministry on the 21st of each month to give this Office time to submit the report to the above stated Committee on the 25th of each month.
- It is desired that care and speed be exercised in the accomplishment and submission of these forms.
- This Memorandum supplements MEC Memorandum No. 124, s. 1980.

(SGD.) ONOFRE D. CORPUZ Minister of Education and Culture

Incl.:

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As stated

Reference:

MEC Memorandum: (No. 124, s. 1980)
Allotment: 1-2-3-4--(D.O. 1-76)
To be indicated in the Perpetual Index under the following subjects:

REPORT FORMS RULES & REGULATIONS (Inclosure to MEC Memorandum No. 155, s. 1980)
INTER-AGENCY COMMITTEE ON ELECTRIC POWER CONSERVATION
MEMORANDUM CIRCULAR NO. 80-05-01

To: All Ministries

In line with the purpose and intent of the attached Presidential Letter of Instructions No. 1018, please submit to this Committee monthly summary reports of electric power consumption of bureaus, agencies and offices including government-owned or controlled corporations under your jurisdiction. Reports should be submitted not later than the 25th day of each month for the preceding month's consumption to the following address:

Inter-Agency Committee on Electric Power Conservation c/o Bureau of Building and Real Property Management 11th Floor, Philcomcen Building Ortigas Avenue, Pasig, Metro Manila

For uniformity, please use the format per the attached Form No. GPC-01 for the monthly reports.

In order to facilitate assessment of power utilization and energy conservation programs, each bureau, agency or office is requested to accomplish Form No. GPC-02 to be submitted to this Committee not later than June 30, 1980. Please include the names and bio-data of designated Energy Conservation Officers for the various bureaus, agencies and offices including government-owned or controlled corporations under your respective ministry.

Your wholehearted cooperation will go a long way in ensuring success of the government energy conservation drive.

#### Inter-Agency Committee

(SGD.)
GERONIMO Z. VELASCO
Minister of Energy

(SGD.) CONSTANCIO E. CASTAÑEDA Minister for General Services (SGD.)
ROGELIO L. LUIS
Executive Director
Presidential

30 May 1980 Makati, Philippines

A true copy

of succeeding month.	day	rt should be made by highest official in particular orga- made by designated Energy Conservation Officer of the M submitted to the Inter-Agency Committee not later than on should be at least 10% less than reference consumption pation should be the actual consumption for the same mont morth should be actual consumption for reporting month. was not met. Use separate sheet(s) if necessary.	de by highest official ated Energy Conservation Inter-Agency Committee Items 10% less than in the actual consumption is actual consumption is actual consumption is separate sheet(s)	y designated by designated ted to the In Italian Itali	1. Approval of report should be made by highest official in particular organization. 2. Report should be made by designated Energy Conservation Officer of the Ministry. 3. Report should be submitted to the Inter-Agency Committee not later than the 25th 4. Target consumption should be at least 10% less than reference consumption. 5. Reference consumption should be the actual consumption for the same month in 1979. 6. Consumption this morth should be actual consumption for reporting month. 7. State why target was not met. Use separate sheet(s) if necessary.
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		• • •	• •• , 	• ••.	Total Consumption
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REMARKS	% INCREASE/ (DECREASE)	: CONSUMPTION [ON : THIS MONTH : (KWH)	: TARGET : CONSUMPTION : (KWH)	: REFERENCE : CONSUMPTION : (KWH)	AGENCY UNITS (BUILDING/ LOCATION)
EPARED: D BY D BY N	DATE PREPARED: PREPARED BY APPROVED BY POSITION				Main Office:
	N FROGRAM	OF CONSERVALLOW FROMKING	MONTH OF		Ministry:
	REPORT	ELECTRIC CONSUMPTION SUMMARY REPORT	ELECTRIC CO		FORM NO. GPC-01

# Note

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## INTER-AGENCY COMMITTEE ON GOVERNMENT ELECTRIC POWER CONSERVATION

I.	General Information	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	a. Name of Agency/Bureau:	The second secon	
	Address:	Tel. No.	·
	b. Name of Head of Office, Director/	Administrator:	
	To the of mode of difficulty	Tel. No.	
	c. Name of Designated Energy Conserv	ration Officers:	<del></del>
		Tel. No.	1177 - ,
	d. Nature of Business/Service:		
	e. Number of Employees:		
II.	Building Characteristics		1
	a. No. of floors/storeys	ere and a	
	Total floor area, sq.m.		<del> </del>
	b. Roof Material		<del></del>
	Glass to exterior wall ratio	· · · · · · · · · · · · · · · · · · ·	<del></del>
	c. Ceiling Material		-4
	Interior Partitions Type/Make		
		<del></del>	<del></del>
III.	Electrical Load or Equipment and Acc	essories	+ 1
		The state of the s	
	No. of	Total Total Tor	18
	a. Air Conditioning Units		
	1. Centralized Aircon		
	-Air Handling Units		
	-Condensers	The second secon	7.
	-Cooling Towers (if any)		
		3.337	<del></del>
	2. Package Type	7 T W	" =" +
	3. Window Type		
	Thermostat Setting (°F)		
	b. 1. Elevators		
	2. Lifts		
		30	
	c. Pumps		
	1. Water Pumps		
	2. Fire Pumps		
•	· ·		
	d. Exhaust Fans and Blowers	. * * <u> </u>	
	e. Total Lighting Load watts; flourescent watts;	Incandescent wa	itts;
	flourescent watts;	1 to	
	f. Others (refrigerators, heaters, f:	reezers, cold storage	etc.)
	Please enumerate No. of units and	KW/HP rating. Use se	parate
	sheet.	Additional Control of the Control of	
	•	Section States and The Control of	-

## IV. Past 17 Months Electric Power Consumption (kilowatt-hour)

Month	Purchased Power, Registered	KWH Billing	Generated KWH (Standby/Emergency)
January '79 February March April May June July August September October November December January '80 February March April May			
Total			

### V. Energy Conservation Program

- A. Please enumerate details of your energy conservation programs, on-going and future, considering the following information (please use separate sheet(s) for detail).
  - 1. On-Going:
  - a. Enercon measures implemented or being implemented.
    - b. Savings incurred (in F/mo., KWH/month or liters/month).
    - c. Corresponding expenses/investments in F.
    - d. Date implemented.
  - 2. Future Programs:
    - a. Energy conservation measures under study.
    - b. Estimated savings.
    - c. Estimated investments.
    - d. Tentative date of implementation.
  - 3. Organizational set-up of committee responsible in carrying out the abovementioned Enercon Program.