

# Take Control of Your Energy Costs



Managing your organization's energy consumption can start with a few basic steps. Learn how.

# YOUR ENERGY CHECKLIST



To keep your costs in check, start by increasing your energy knowledge and set realistic, incremental energy-reduction goals.

## Check your hydro bill

Your hydro bill shows how much electricity your business used during the billing period. The electricity price you pay is called the Hourly Ontario Energy Price (HOEP) and it fluctuates depending on the time of day.

Let's say your business operates during the day and shuts down at night. Because electricity prices are higher during the day than at night, these higher charges are reflected on your bill. If you can find ways to use less energy during peak hours, you can reduce your electricity costs.

As a Class B customer, your bill also shows other charges such as the Global Adjustment, which is calculated based on your monthly energy consumption. The best way to reduce these and other consumption costs is to reduce your overall energy consumption.

## Dig a little deeper into your energy usage

You could be using electricity that you don't know about, such as lights that are left on when your business is closed, or through leaks in your compressed air system. To get an accurate picture of your energy usage, ask your utility for your load profile.

Your load profile is unique to your business. It shows how much energy you use every hour. You will also be able to see how your costs fluctuate throughout the day. If you see a spike in energy use during quieter times, or down-times, take a closer look and determine if there is equipment that can be shut off or fixed so that energy is not being wasted.

It's also a good idea to talk with your employees about your organization's energy usage. Figure out what equipment is operating and when. If lights, heating/cooling systems, pumps and compressors are all running 24/7, decide how critical each system, or piece of equipment, is to your business.

## Start new routines

Small changes can lead to incremental savings. Start by setting no more than three targets, for example:

- Start and shut down equipment only when it's needed. Ensure that timers that automatically turn equipment on/off are set properly so that equipment runs only when needed.

- Check that set-points for heating/cooling systems and refrigeration units are appropriate.
- Let your employees know your plans and consider organizing an energy efficiency committee.



## **Build your energy knowledge**

It pays to be an educated energy consumer. Increase your own energy knowledge.

Look for workshops and conferences sponsored by your industry association and browse for ideas on the Save on Energy training site ([SaveOnEnergy.ca/Training](https://www.saveonenergy.ca/training)).

If you plan to hire an energy advisor, having some basic energy knowledge will help make your dealings more productive. It also puts you in control of the information your consultant will share with you.



## **Make an energy plan**

Making an energy plan is an important next step in reaching your energy goals. You can prepare the plan yourself or work together with an energy advisor.

A good energy plan includes realistic and measurable targets, as well as tasks that are assigned to specific people within your organization.

Goals should include training staff, compiling information, and reporting results to the rest of the organization. If your plan includes new equipment, write a business plan that illustrates the return on investment (ROI) that you expect, including any incentives you are eligible for, and any productivity improvements that will occur as a result of your energy plan.

The best energy plans are living documents. They should make energy management an integral part of your company's everyday operating procedures.



## **Do your homework**

Once you have set your goals and identified a strategy for reaching them, you're ready to share your plan with the rest of the management team, your landlord, key stakeholders and employees. Getting buy-in at all levels of the organization is critical.

Explain your energy plan and answer any questions. Be prepared to explain any operational changes and plans for new energy-efficient equipment, and your rationale.

To help get buy-in for your plan, it's important to understand your management team's priorities. Increased productivity, lower unit costs, improved employee safety and customer experience may matter as much to them as energy savings. Do your homework before you pitch your plan. The more information you can provide about your plan's benefits, the more support you're likely to get.

## As a business, you're in the driver's seat when it comes to managing your energy use.

Using energy efficiency to make your business even stronger doesn't have to be difficult. To get started on your journey towards a more efficient, thriving business, use our energy-saving tips and resources.

### Looking for more advice?

Hundreds of Ontario businesses are already on their way to taking control of their energy costs. See how they're doing it at [SaveOnEnergy.ca/BusinessCaseStudies](https://www.saveonenergy.ca/BusinessCaseStudies)

For more information about electricity pricing for mid-sized industrial and commercial customers, visit [ieso.ca/en/Learn/Electricity-Pricing/For-Mid-sized-and-Large-Businesses](https://www.ieso.ca/en/Learn/Electricity-Pricing/For-Mid-sized-and-Large-Businesses)

For information about Save on Energy business programs and incentives, visit [SaveOnEnergy.ca/Business](https://www.saveonenergy.ca/Business)

And stay in the know by signing up for our business newsletter to receive the latest on Save on Energy programs, case studies and ways your business can save on energy at [SaveOnEnergy.ca/BusinessNewsletter](https://www.saveonenergy.ca/BusinessNewsletter)



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