

## Energy savings in labs: Christmas Shutdown period

This checklist is designed to make you think about the energy savings that can be made in labs during longer closure periods. Please ensure equipment is safe to turn off before making any changes and consult instrument or health and safety experts first.

This year we are asking labs to tally the number of items they switch off in this [spreadsheet](#) so we can track the efforts of technical staff across the University. The level of detail you provide is up to you, users can simply record the total number of items switched off, or provide categories of equipment.

We recommend you inform the building community of equipment and instrumentation switch offs to reduce confusion when buildings reopen or for any out-of-hours work. Once you've done your final walk-through shutting items off, you can use [this poster](#) to inform the lab community.

### Quick wins

- ☐ Generic electrical items such as radios and lights
- ☐ Computer equipment
- ☐ Ancillary services not in use
  - Air compressors
  - Vacuum pumps
  - Recirculated water chillers
  - Task lighting
  - Sterilisers and dishwashers
  - Centrifuges
  - Microscopes
  - Balances
  - pH meters

Consider if you can turn off or consolidate to leave minimum turned on:

- ☐ Fume cupboards
  - Consider chemical storage, including connected storage under the fume cupboards before switching off ventilation
  - Check if your fume cupboards are tied into the Building Management Systems and influence the room HVAC (check with the buildings operations manager)
- ☐ Kilns/ovens
- ☐ Incubators