



PG&E Demand Response Event Day Action Plan

Please use this form to complete your step-by-step action plan to reduce your facility's energy usage when called for an event.

PG&E demand response program

Start date

Event notification lead time
(i.e. 30 mins or 15 mins)

Customer name

Customer phone number

PG&E account representative

PG&E account representative phone number

Listed on the next page are some examples of event day reduction strategies.
For more information, visit our website pge.com/bip.

Event Day Reduction Strategies

Include time, action, instructions, and staff responsible for load management when alerted, during, and after an emergency event.

Sample demand reduction strategies for your business

Events typically occur between 4–10 p.m.

Reduction strategies by type of system

Lighting

- Dim lighting when/where safe.
- Turn off ¼ or ⅓ of the lights.
- Dim or turn off perimeter lighting.

Central plant

- Increase space temperature.
- Reset chilled water temperature (CHW).
- Reduced central plant loading.
- Cycle air conditioner units.
- Pre-cool the building.
- Turn on absorption chiller.
- User thermal energy storage (TES).

Air systems supply/Return

- Cycle fans in constant air volume (CAV) HVAC systems.
- Apply ventilation control.
- Set CFM/RPM limits.
- Reduce duct (static) pressure on fans in variable air volume (VAV) HVAC.
- Reset space temperature.

Miscellaneous motors and other loads

- Cycle or shut down old style motor-generator elevators.
- Minimize garage exhaust fans in the afternoon using a carbon monoxide (CO) sensor.
- Turn off all equipment not in use.
- Delay dishwashing and laundry processes.
- Adjust vending machines.
- Use on-site backup generators with emission permits.

Process facilities

- Shift production to non-event hours or reduce production.
- Reduce process motors, conveyors and pumping loads.
- Limit air compression operation.
- Sub-cool in cold storage facilities.
- Charge equipment during non-event hours.
- Schedule maintenance during event hours or staff meetings.

Reduction strategies by type of business or facility

Office buildings

- Cycle load and reset temperatures for air conditioning.
- Reduce fan speed or reset duct pressure control.
- Operate print facilities during off-peak hours.
- Shut down vending machines for short periods of time.
- Enlist tenants to turn off unused office equipment.
- Reduce overhead lighting and use task lighting.

Hotels and motels

- Turn off ornamental lighting and signage.
- Turn off fountains and swimming pool pumps.
- Reduce central plant chiller loading.
- Reduce lighting and cooling in unused banquet halls.
- Turn off ambient music, TVs and marketing displays.

Hospitals

- Delay laundry processes and dishwashing.
- Reduce use of elevators or escalators.
- Use daylight in the afternoon.
- Turn off non-essential lighting, such as hallway lighting and display lighting.

Retail industries

- Reduce use of vertical transportation.
- Reduce use of ornamental features.
- Reduce use of lighting displays.
- Reduce overhead lighting to ⅔.

Grocery stores and supermarkets

- Reduce lighting levels.
- Delay electric resistance defrost control.
- Delay anti-sweat heaters.
- Reduce air conditioning.

Schools

- Use reset thermostats or reduce central plant chiller loading.
- Shut down unused classrooms and facilities.
- Assess swimming pool pumps, use of kitchen, and cafeteria equipment.
- Reduce use of energy-intensive laboratories.