

School Facility Energy Usage Audit Checklist

General Information

School Name	<input type="text"/>
Auditor Name	<input type="text"/>
Date	<input type="text"/>

Lighting

Area	Efficient Bulbs Installed	Lights Off When Not Needed	Notes
Classrooms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Hallways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Offices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

HVAC

Item	In Good Working Order	Scheduled Maintenance	Notes
Thermostats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Filters Replaced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Insulation & Windows

Item	Good Condition	Needs Repair	Notes
Windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Insulation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Appliances & Equipment

Equipment	Energy Efficient?	Power Off When Not Used	Notes
Computers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Kitchen Equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Projectors



Other Observations