**SELF – ASSESSMENT TOOL**

**ENERGY EFFICIENCY EXCELLENCE AWARDS FOR GOVERNMENT**

**INSTRUCTION***: Please check () the appropriate box or specify your answer in the space provided*

**Name of Government Entity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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|  | Designation of EEC Officer and/or EEC Focal Person | | |
|  | Office Issuances on Energy Efficiency and Conservation | | |
|  | Best Practices for Electricity and Fuel Conservation | | |
|  | Electricity Consumption Reports:  2015 January – December Monthly Electricity Consumption  2020 January – December Monthly Electricity Consumption  2021 January – June Monthly Electricity Consumption  Gross Floor Area | | |
|  | Fuel Consumption Reports:  2015 January – December Monthly Electricity Consumption  2020 January – December Monthly Electricity Consumption  2021 January – June Monthly Electricity Consumption | | |
|  | Complete Submission of Inventories and Floor plans   * Air-conditioning Units * Lighting Equipment * Office Equipment * Motor Vehicles | | |
| **Prepared by:**  (Signature)\_\_\_\_\_\_\_\_\_\_\_\_  **(Name)** *(Position)*  *(Government Entity Name)*  *(Contact Details* | | | **Approved by:**  (Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_  **(Name)** *(Position)*  *(Government Entity Name)*  *(Contact Details)*  *(E-Mail Address)* |