**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 Consumption2020 January – December Monthly Electricity Consumption2021 January – June Monthly Electricity ConsumptionGross Floor Area  |
|  | Fuel Consumption Reports: 2015 January – December Monthly Electricity Consumption2020 January – December Monthly Electricity Consumption2021 January – June Monthly Electricity Consumption |
|  | Complete Submission of Inventories and Floor plans* Air-conditioning Units
* Lighting Equipment
* Office Equipment
* Motor Vehicles
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| **Prepared by:**(Signature)\_\_\_\_\_\_\_\_\_\_\_\_**(Name)***(Position)**(Government Entity Name)**(Contact Details* | **Approved by:**(Signature)\_\_\_\_\_\_\_\_\_\_\_\_\_**(Name)***(Position)**(Government Entity Name)**(Contact Details)**(E-Mail Address)* |