

DECEMBER 2022



Power Down for the Holidays

The approach of the holidays signals the end of another calendar year. With it comes time spent with family and friends and time spent away from the office for many. While we are away from the office or lab, we should ensure all equipment that will not be used is powered down to conserve energy. The reduced capacity within labs also makes this a good time for semi-annual upkeep and maintenance. We share a few ideas for reducing energy consumption over the holidays below.

- **Turn Off the Lights and Decorations** – Make sure to turn off the lights as you leave, particularly if you use any desk lighting or other private lights. Holiday decorations should also be turned off, especially older decorations that are not equipped with LED bulbs.
- **Close the Blinds and Ensure Windows are Shut** – Closed windows keep conditioned indoor air from leaking. However, about 30% of heating energy is still lost through windows.¹ Blinds and other window attachments can help minimize these losses by creating an additional barrier between windows and indoor air. In the winter, blinds should be opened when receiving direct sunlight, but closed otherwise. If you will be away from your office, it is more energy efficient to keep the blinds closed.
- **Unplug Unneeded Equipment and Power Strips** – Lab and kitchen equipment that will not be used over the holidays (like coffee makers and centrifuges) should be unplugged to eliminate phantom plug loads. Computers, monitors, printers and other office equipment should also be unplugged, including any power strips they are plugged into.
- **Perform Preventative Freezer Maintenance** – It is helpful to use calendar landmarks to remember to perform preventative maintenance on your freezers. Preventative maintenance is required twice per year for ULT freezers per [NIH Manual Policy Manual Chapter 26101-16](#). One suggestion for performing preventative maintenance is to base it around the winter holidays and the July 4th holiday. In this case, preventative maintenance could occur in early January and early July.
- **Organize a Freezer/Refrigerator Cleanout** – A freezer or refrigerator cleanout is much easier with the reduced occupancy on campus around the holidays. Consider taking this time to discard old samples or better organize your freezers. If you complete a freezer cleanout, consider submitting this initiative for the [2023 NIH Freezer Challenge](#).



SPOTLIGHT

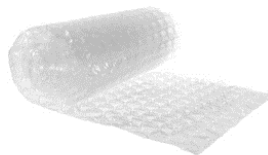


When Do We Need to Buy American-Made Products?

This article contains a summary of the commonly used documents for guiding acquisitions at the NIH. These regulations play a large role in determining when we are required to purchase domestic products!

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TAKE ACTION



How Should You Dispose of Packaging Materials?

Online purchasing has revolutionized the way we obtain items. However, there are palpable downsides to online purchasing in the form of increased packaging waste. In this article, we list the common types of packaging materials and how they should be disposed of on the NIH Bethesda campus.

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NEMS TRAINING

Did you know? Many NIH facilities have occupancy sensors installed for overhead lights to turn them off when the room is empty. Even with these installed, it is a good habit to turn off the lights when leaving a room. To learn more about energy conservation at the NIH, please visit the [NEMS Training webpage](#) to view a short (20 minute) NIH environmental awareness training video.