

# ENERGY HUNT CHARTER

This charter defines the roles, expectations and objectives of the activity and solidifies commitment from the leadership team, empowering the team to identify and act on energy-saving opportunities.

## Participants

The following staff will participate in this activity.

Name	Position and department	Role	Responsibilities
		Executive sponsor	Endorse the activity, review results, approve prioritized opportunities.
		Energy champion	Coordinate the energy hunt, provide direction to participants, ensure progress is made on prioritized opportunities.
		Participant	Provide insights on equipment, procedures, maintenance, engineering or procurement. Identify and record instances of energy waste. Participate in developing, prioritizing and implementing opportunities to eliminate waste.
		Participant	
		Participant	
		Participant	
		Participant	

## Team commitments

- Put safety first — always
- Respect each other’s experience and ideas
- Stay curious — ask questions, share insights
- Participate fully — every voice matters
- Act on what we find — and follow through

## Success metrics

- Target number of opportunities to identify: \_\_\_\_\_ (e.g. 20)
- Opportunities to add to action plan: \_\_\_\_\_ (e.g. 10)
- Quick wins to implement in the first week: \_\_\_\_\_ (e.g. 2)
- Other measures of success: \_\_\_\_\_

## Leadership commitment

By signing this charter, the executive sponsor agrees to:

1. Authorize time and support for participants to engage in the energy hunt
2. Support implementation of “quick wins” and “gems” unless proven non-viable
3. Review results and approve next steps for prioritized opportunities

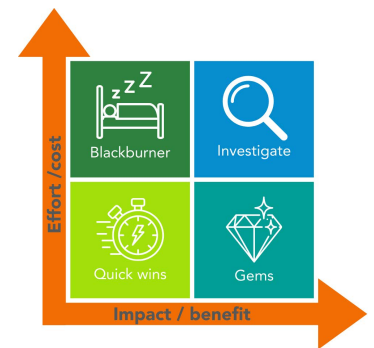


Figure 1: Opportunity prioritization

Executive sponsor name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_