

FACILITY MANAGEMENT TRAINING PROGRAM (FMTP) ASSIGNMENT FEEDBACK FORM

Overview:

As you progress through the FM Certificate, feedback will be provided on your projects/assignments. The purpose of this feedback is to work towards continuous improvement and alignment with your current or future job functions. When possible, we encourage you to share your progress and projects/deliverables with your peers, department, and leadership team.

Module:

Building Energy Management

Assignment:

#2 – Energy Audit Checklist

Overall feedback/potential areas of improvement:

- Overall, appears to be comprehensive.
- Would be useful to include how to determine immediate vs. future energy conservation measures (i.e. what justifies the immediate investment vs. waiting – could this be identified per audit item?)
- Some items are marked as ‘no’, but are not captured under in the ‘conservation measures’ at the bottom. Suggest to include both measures that have a financial impact as well as those that may not or are more of an internal labor item.
- Consider how the store manager might use/review this audit – may want to have a separate print out for them to review their store’s performance. This might also tie into a ‘regional roll up’ report that shows managers how their store stacks up against the others.

Grading Rubric:

Criteria	Rating			TOTAL POINTS
	Excellent 10 points	Satisfactory/Average 5 points	Unsatisfactory 1 point	
Items on the checklist addresses behavioral changes	<i>Mentioned Lights that are left on and whether a</i>			10

	<i>door was kept open</i>			
Items on the checklist addresses needed operational changes	<i>Gave repair and upgrade suggestions to improve saving energy</i>			10
Items on the checklist addresses needed building/system upgrades	<i>Checks equipment functionality</i>			10
Items on the checklist addresses recommended energy efficiency measures	<i>Mentions types of light bulbs and checks to make sure everything is functioning efficiently</i>			10
Checklist is in a usable format	<i>Yes</i>			10
Score				100%