

Reduce Your Use

#ReduceYourUse

Delivery Process

October 2023 – March 2024

1. GETTING STARTED

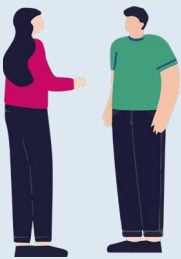
Energy Performance Officer

- Commits the organisation to taking part in the campaign by signing up
- Appoints the RYU Coordinator for the campaign
- Allocates appropriate resources matched to the scale of the campaign from the Energy Team



[Sign Up Form](#)

[Case Studies of RYU In Organisations](#)



2. GETTING ORGANISED

RYU Coordinator and Team

- Agree focus areas
- Complete SEAI's baseline survey
- Identify opportunities
- Establish campaign goals/targets
- Develop a Register of Opportunities
- Confirm resources and materials
- Set timescales
- Allocate responsibilities



[Trello Board Support Materials](#)

Suggested Activity Timeline

- October/November – Heating
- December/January – Shutdowns, appliances and equipment
- February – Transport
- March – Lighting



3. GETTING ENGAGEMENT

RYU Coordinator and Team

- SEAI's Engaging People framework can be used and adapted for the Reduce Your Use campaign
- Use Reduce Your Use Engagement Materials
- The 5Es will help to segregate your activity to ensure a comprehensive campaign
 - Enable (remove barriers)
 - Engage (involve staff)
 - Exemplify (role models)
 - Encourage (e-mails, stickers etc.)
 - Energise (make it fun)



[Engaging People Framework](#)

4. GETTING TECHNICAL

RYU Coordinator and Team

- Monitor progress
- Measure savings
- Out-of-hours checks

Specialist Support

- Energy Audits



[Opportunities \(Management and Technical\)](#)

[Trello Board 'Energy Teams'](#)

5. GETTING RESULTS

RYU Coordinator and Team

- Communicate progress
- Conduct overall review and report on campaign results to management and staff
- Complete SEAI/OPW Close-out Survey

