



STATE LEVEL ENERGY CONSERVATION AWARD					
SECTOR- Government Establishments					
"Award Preliminary Questionnaire -Government Establishments"					
1	Name of the Building				
2	Type of Activity carried out in Building				
3	Complete address of office location with telephone, fax nos. & e-mail.				
4	Year of Establishment				
5	Name, designation, address, telephone, fax nos. & e-mail of responsible person who could be contacted in connection with the application for Award				
6	Details of Building	2021-22	2022-23	2023-24	
(a)	Connected Load (kW)				
(b)	Contract demand (kVA)				
(c)	Max Billing demand in last 12 months (kVA)				
(d)	P.F. Status (Average yearly incentive or penalty)				
(e)	Reactive Power (KVAr)				
(f)	No. of employees working				
(g)	Energy cost per cu.m built area (Rs.)				
(h)	Area built up/and open (in m ²)				
(i)	Working hours per day				
(j)	Air Conditioned Area in m ²				
7.0	Energy Consumption and cost	2021-22	2022-23	2023-24	
a.	Electricity Consumption for Building (kWh/year)				
b.	Fuel oil Consumption (For DG set) (liters/year)				
c.	Contribution of RE towards Electricity Consumption (kWh/year)				
8.0	Please provide details in the following format on major energy efficiency improvement projects/ measures including in-house R&D efforts, technology innovation, energy substitution and renewable energy systems commissioned during last three years giving energy savings achieved and the investment incurred.				
Year of Commissioning of the projects	Project description	Achievement of energy savings per year basis			Investment incurred on the project (Rs. Lakhs)
		Electricity	Fuels*	Total savings in	
		(kWh)	F.Oil (kL)	(Rs. lakhs)	
2021-22					
	Sub Total				
2022-23					
	Sub Total				
2023-24					
	Sub Total				
	Grant total of 3 years				
9.0	Please provide the product-wise % of Star Labelled Equipments Used out of the Total Equipments				

*Delete or add fuels as the case may be

10.0 Organizational set up for Energy Conservation

- a) Does your organization has Energy Conservation Cell (EC Cell)?
- b) If yes, who heads the EC Cell? Whether energy conservation is his exclusive or additional responsibility? To whom he is reporting?
- c) Give salient features of EC Cell's constitution, functions, amount of finances available, achievements, future plans and strategy followed to implement energy conservation/ efficiency programmes and policies, etc.
- d) Does your unit have energy & water accounting and monitoring procedures and system in place. Which department is responsible for maintaining such records - EC cell or any other?
- e) Does your organization has allocated separate budget for Energy Conservation activities? Provide the details.
- f) Have your EC Cell members attended any seminars, conferences, training program and workshops on energy conservation? If yes, Please give details in following manner.

Sr. No.	Program name & Details	Organized By		No. of Participants	Duration
		In-house	External		
1					
2					
3					

11.0 Whether any energy audit has been undertaken in your unit in last three years? If yes, please give details on the following.

- (a)
 - i) When was last energy audit carried out? What is the frequency of carrying out energy audits?
 - ii) Whether this was done by in-house team or an external agency/ consultant was engaged? Please give salient details.
 - iii) List out the recommendations & number of measures implemented.
- b) Did you engage any Energy Service Company (ESCO) to implement energy efficiency/ conservation measures. If yes, please give the name of Agency and other details (i.e. experience, benefits, etc.)
- c) Whether any safety audit has been undertaken in your unit in last three years? If yes, please give details.
- d) Energy Conservation Awareness Activities to be carried out through the Organization. Please submit the details.

Annexure - A					
Year	Investment Rs. Lacs/yr.	Electrical Saving in (Lacs kwh)	Thermal Saving in (Million Kcal)	Thermal Saving in (Million Kcal)	Total Energy cost Saved (Rs. Lacs/yr.)
2021-22					
2022-23					
2023-24					

Please submit a certificate from any BEE certified energy auditor which validate energy savings as indicated.

It is to certify that the facts stated above are true and correct to the best of my knowledge and belief.

Date:
Place:

Name & designation of the
Chief Executive.....
Organization Seal

Please send this information to:
Managing Director,
Madhya Pradesh Urja Vikas Nigam,
Link Road-2, Shivaji Nagar, Bhopal
Email: mduvnb@gmail.com; emc1.mpvvn@gmail.com; award.mpurja@gmail.com
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