IAC Assessment Agenda

1. Introduction (IAC team and Plant Manager/Maintenance Supervisor/Production Supervisor plus plant maintenance personnel) 8:00AM-8:30AM
   - History of the IAC program, ITP and Best Practices
   - Distribute BP tools, case studies, tip sheets
   - Plant discusses history, operations, and business decision process

2. Plant Tour 8:30AM-9:30AM
   - Conduct in direction of the material flow
   - Plant Manager/Maintenance Supervisor/Production Supervisor to conduct tour
   - Conceptual tour, no data taken

3. Description of manufacturing process and operations 9:30AM-11:00AM
   - If appropriate: give pressure sensors to plant for modification
   - Is this a typical day?
   - Run through process following material flow
   - What plant documents are available? (Onelines, motor lists, spec sheets, etc.)
   - Present charts and tables of utility bills
   - Discuss process, ask questions
   - Develop and plan for the afternoon
   - Create specific tasks and divide into teams

4. Review notes and brainstorm (Lunch) (In Private) 11:00AM-11:30AM
   - Develop list of potential energy saving opportunities
   - Ensure that everyone has clarity of process and potential recommendations

5. Refine List of opportunities to be investigated (Lunch) (In Private) 11:30AM-12:00PM
   - Decide what information needs to be gathered, measured, monitored
   - Assign teams to specific tasks
   - Make plans to meet at assigned time and place

6. Data Gathering 12:00PM-2:00-2:30PM (with Plant Maintenance help)
   - Conduct Measurements, monitoring and diagnostic testing
     - Motor systems, Delivery and distribution systems
     - Heat processes
     - Cooling processes
     - Water Use and pumps
     - Building Systems
   - 30 minutes to collect sensors and organize AR’s

7. Exit Interview 2:30PM-3:00PM
   - Discuss findings with management
   - Preliminary estimate of potential savings
   - Prioritize recommendations of analysis