

## Food Service Self-Audit Worksheet – Focus on Energy Hospitality Team

This self audit is intended to create a basic inventory and assessment of the major energy-consuming equipment in your facility. Focus on Energy can assist you in developing energy efficient practices or research the installation of new energy efficient equipment. Please choose the appropriate answer or fill in the blanks. **Once complete, return via fax to 262.284.4003 or mail to: Focus on Energy, Attn: Hospitality Team, 403 W Foster Street, Port Washington, WI 53074.** An Energy Advisor will review your survey and contact you with comments within two weeks of submission.

Business name: \_\_\_\_\_ Parent company: \_\_\_\_\_

Address: \_\_\_\_\_

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

Contact name: \_\_\_\_\_ Building is:  owned  leased

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Focus rep: \_\_\_\_\_

Electric utility: \_\_\_\_\_ Gas utility: \_\_\_\_\_ Other fuel? \_\_\_\_\_

Business type:  Fast food  Restaurant/no bar  Restaurant with bar  Tavern with grill  Tavern only

Brew pub  Other \_\_\_\_\_

### OPERATING PROFILE

|                                      | Sunday     | Monday     | Tuesday    | Wednesday  | Thursday   | Friday     | Saturday   |
|--------------------------------------|------------|------------|------------|------------|------------|------------|------------|
| <b>Occupied hours</b>                | ___ to ___ | ___ to ___ | ___ to ___ | ___ to ___ | ___ to ___ | ___ to ___ | ___ to ___ |
| <b>Approximate # of meals served</b> |            |            |            |            |            |            |            |

### KITCHEN EXHAUST

Is make up air supplied directly to the kitchen hood?  Yes  No

Is the hood fan on all the time?  Yes  No If no, list hours: \_\_\_\_\_

Qty: \_\_\_\_\_ Size: \_\_\_\_\_ X \_\_\_\_\_ Motor size: \_\_\_\_\_ HP Air flow rate: \_\_\_\_\_ CFM

### COMMERCIAL KITCHEN EQUIPMENT

Fryers .....  Gas  Electric ..... Are units ENERGY STAR®?  Yes  No

Hot holding cabinets ..... Are units ENERGY STAR?  Yes  No

Steam cookers .....  Gas  Electric ..... Are units ENERGY STAR?  Yes  No

Griddles .....  Gas  Electric

Braising pan

Broilers .....  Gas  Electric ..... Types: \_\_\_\_\_

Convection ovens .....  Gas  Electric

Combination ovens .....  Gas  Electric

Other equipment: \_\_\_\_\_

**REFRIGERATION**

Reach-in refrigerator/freezers/display cases:\_\_\_\_\_ Who maintains:\_\_\_\_\_ Phone:\_\_\_\_\_
Dimensions of walk-in cooler-freezer(s):\_\_\_\_\_ Temperature:\_\_\_\_\_ Age:\_\_\_\_\_
Square feet of space served:\_\_\_\_\_ or size of units:\_\_\_\_\_
Are all of the compressors located in one area?  Yes  No Qty:\_\_\_\_\_ Size:\_\_\_\_\_
Ice machine Quantity:\_\_\_\_\_ Make:\_\_\_\_\_ Model:\_\_\_\_\_  Water cooled  Air cooled

**DISHWASHING**

Dishwashing equipment:  Chemical  High temperature
If high temperature, is your booster heater:  Gas  Electric Size:\_\_\_\_\_ (kW or Btu/h)
Make and model# of dishwasher: \_\_\_\_\_ Age: \_\_\_\_\_ Approx. loads per day: \_\_\_\_\_

**BUILDING INFORMATION**

Age of building:\_\_\_\_\_ Total sq. ft. of building: \_\_\_\_\_ sq.ft.
How many stories/floors: \_\_\_\_\_ Exterior description: \_\_\_\_\_
Condition of windows:  New, insulating glass  Functional  Leaky, drafty
Qty:\_\_\_\_\_ Size: \_\_\_\_\_ X \_\_\_\_\_
Condition of doors:  New, insulated door  Functional  Leaky, drafty
Qty:\_\_\_\_\_ Size: \_\_\_\_\_ X \_\_\_\_\_
Is there insulation on/in the attic or ceiling nearest the roof?  Yes  No  N/A
(If possible, describe composition, condition and thickness): \_\_\_\_\_
Any plans for upgrading or expanding this facility?  Yes  No

**MECHANICAL** Heating, ventilation and air conditioning

Please check applicable type(s) of heating and cooling equipment in the building:
 Boiler  Forced air furnace  Roof top unit  Split system  Make up air unit
 Heat pump  Chiller  Cooling tower  Other: \_\_\_\_\_
If available, please list make, model, size(s) (Btu/h or kW) and age(s): \_\_\_\_\_
Who maintains this equipment: \_\_\_\_\_ Staff member: \_\_\_\_\_
Outside contractor: \_\_\_\_\_ Phone: \_\_\_\_\_
Describe ventilation systems/exhaust fans that supply and exhaust building air: \_\_\_\_\_
Temperature control:  Building automation system  Standard thermostat(s)  Programmable thermostat(s)
Temperature settings during occupied hours: Winter \_\_\_\_\_ °F Summer \_\_\_\_\_ °F
Temperature adjusted during unoccupied hours?  Yes  No
Number of ceiling fans: \_\_\_\_\_ Location(s): \_\_\_\_\_
Make up air flow rate: \_\_\_\_\_ CFM Make up air motor size: \_\_\_\_\_ HP

**WATER HEATING**

Equipment type:  Natural gas water heater  Electric water heater  Boiler with indirect water heat

Other: \_\_\_\_\_ Make and model# of equipment: \_\_\_\_\_

Storage tank size (gallons): \_\_\_\_\_ Age: \_\_\_\_\_ Temperature set to \_\_\_\_\_ °F



Showers?  Yes  No On-site laundry?  Yes  No Loads per day? \_\_\_\_\_

**OTHER**

Do you have numerous electric motors, pumps and pools or vats in the building?  Yes  No

Other special equipment required for your operations (please describe): \_\_\_\_\_

**LIGHTING**

| Description of Existing Light Fixtures  | Quantity of Each Type of Fixture  | Hours per Week                                   | Controlled by                              |
|---|---|--|--|
| 4-foot fluorescent with 34 watt or 40 watt lamps and magnetic ballast  | _____ fixture with 1 lamp<br>_____ fixture with 2 lamps<br>_____ fixture with 3 lamps<br>_____ fixture with 4 lamps | _____ hrs<br>_____ hrs<br>_____ hrs<br>_____ hrs | _____ Switch<br>_____ Timer<br>_____ Other |
| 8-foot fluorescent with 60 watt or 75 watt tubes and magnetic ballast  | _____ fixture with 1 lamp<br>_____ fixture with 2 lamps   | _____ hrs<br>_____ hrs                           | _____ Switch<br>_____ Timer<br>_____ Other |

Exterior lighting (decorative, security, signage, parking lot) please describe: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of neon signs including "Open" and beer signs: \_\_\_\_\_

**GENERAL RECOMMENDATIONS**

For any equipment that is being added or replaced, select the ENERGY STAR® qualified equipment or products, if available. This option is available for kitchen equipment such as fryers, hot food holding cabinets, steam cookers, solid door refrigerators and freezers as well as air conditioners, furnaces, office equipment, clothes washers and exit signs. For a complete list of ENERGY STAR qualified equipment, go to [www.energystar.gov](http://www.energystar.gov).

Remember that whenever equipment is not needed, turn it off.

**Return via fax to 262.284.4003 or mail to:**

**Focus on Energy  
Attn: Hospitality Team  
403 W Foster St.  
Port Washington, WI 53074  
Direct questions to: 888.598.4376**



*Thank you for participating in Wisconsin's Focus on Energy program.*