**Annexure-A**

**UTTAR PRADESH STATE ENERGY CONSERVATION AWARD - 2018**

**"Write-up"**

Dear Participants,

We request you to submit us the following as additional information:

A brief write-up of the unit / establishment in MS Word (not in PDF) in a pen drive/ CD containing the soft copy of the same. The write up can also be sent on upseca.upsda@gmail.com . The write-up to contain the information on Unit Profile, Energy Consumption year wise and Energy Conservation Achievements (highlighting the projects implemented during the year 2017-18), Environment and Safety. Please include the **specific** **mention** of **other Innovative measures implemented for reducing energy consumption.** Please also Include Energy management policy declared by the top management of your organization.

Page 4