

# UTILITIES AND ENERGY MANAGEMENT POLICY INPUT FORM

MANAGEMENT: Please fill out this form if you have a need for a new policy or need an existing policy revised, and e-mail it to [UTIL-PolicyGroup@austin.utexas.edu](mailto:UTIL-PolicyGroup@austin.utexas.edu). Our UTIL-Policy Group will review your comments and either (1) take action or (2) keep them on file until the next revision takes place. Attach as many additional pages as you need.

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Re:  New Policy  Revision

If revision, policy name and number: \_\_\_\_\_

OBSERVATIONS/COMMENTS OR PROPOSED POLICY:

## FOR UTIL-POLICY GROUP USE ONLY

Action taken?  Yes  No

If no, why not?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If yes, what action?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Action taken by: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized by: \_\_\_\_\_ Communicated back to reporting party on: \_\_\_\_\_