



DEPARTMENT OF THE NAVY  
BUREAU OF MEDICINE AND SURGERY  
7700 ARLINGTON BOULEVARD  
FALLS CHURCH VA 22042

BUMEDINST 4100.3B  
BUMED-N4  
29 Jul 2024

BUMED INSTRUCTION 4100.3B

From: Chief, Bureau of Medicine and Surgery

Subj: ENERGY MANAGEMENT PROGRAM

Ref: (a) DoD Instruction 4170.11 of 11 December 2009  
(b) SECNAVINST 4101.3A  
(c) OPNAVINST 4100.5E  
(d) Public Law 110-140

1. Purpose. To issue policies, objectives, and guidelines, and assign responsibilities for the Bureau of Medicine and Surgery (BUMED) Energy Management Program. This is a complete revision and should be read in its entirety.
2. Cancellation. BUMEDINST 4100.3A.
3. Scope and Applicability. This instruction applies to all BUMED activities operating in BUMED-maintained real property assets to include relocatable facilities. This instruction does not apply to leased facilities.
4. Background. BUMED's responsibilities with respect to the Department of Defense (DoD) Installation Energy Management Program have evolved as a result of two large organizational shifts: the divestiture of installation responsibilities from BUMED to Commander, Navy Installations Command, effective 1 October 2011 (Fiscal Year 2012), and the standup of Defense Health Agency, effective 1 October 2013 (Fiscal Year 2014). Reference (a) implements overall DoD policy, provides guidance, assigns responsibilities, and prescribes procedures for DoD installation energy management. Reference (a) highlights the stated aim of various Executive Orders and public law directing Federal agencies to increase efficiency and save taxpayer dollars through avoided energy costs.
5. Policy. BUMED activities will make every effort to achieve the objectives and goals of reference (a) and support installation energy programs, per references (b) and (c), without compromising proper patient care, military readiness, safety, and effectiveness.
6. Objectives. General objectives outlined in the Executive Orders, public law, and reference (a), include reduced use of fossil fuels; improved water resources management; reduced greenhouse gas emissions; and minimized waste and pollution.

7. Action

a. Director, Logistics, Supply, and Support (BUMED-N4) will ensure BUMED:

(1) Provides guidance, to include a Navy Medicine Strategic Sustainability Plan, to implement and execute an effective energy management program consistent with reference (a), the Executive Orders, and legislative requirements.

(2) Solicits, evaluates, and funds energy conservation projects and energy audits to include 25 percent of covered facilities annually, as defined by reference (d).

(3) Forwards projects to alternate sources for funding, including the Energy Resilience and Conservation Investment Program, as appropriate.

(4) Promotes energy efficiency awards participation and recognition.

b. Navy Medicine Echelon 3 Commands will:

(1) Assist activities in developing energy conservation projects and associated project documentation.

(2) Review, endorse, and forward energy conservation projects.

(3) Promote energy efficiency awards participation and recognition.

c. Commanders, Commanding Officers, and Officers in Charge of BUMED activities will:

(1) Work with their respective installation commanding officer to coordinate energy investments.

(2) Work with their respective installation commanding officer to implement actions in alignment with the Executive Orders, and legislative requirements to achieve specified energy reduction goals.

(3) Provide the necessary support to their installation commanding officer for required energy reporting.

8. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Directorate for Administration, Logistics, and Operations, Directives and Records

Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>

b. For questions concerning the management of records related to this instruction and the records disposition schedules, please contact the local records manager or the Department of the Navy Directorate for Administration, Logistics, and Operations, Directives and Records Management Division program office.

9. Review and Effective Date. Per OPNAVINST 5215.17A, Director, Logistics, Supply, and Support (BUMED-N4) will review this instruction annually around the anniversary of the issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



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Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web Site, <https://www.med.navy.mil/directives/>