



Progress in business

A newsletter published by Progress Energy for our business customers in the Carolinas

Summer 2006

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Better efficiency. Better business.

The last thing any business can waste is money. But that's exactly what you're doing when your equipment and facilities are not energy efficient. That's why Progress Energy is committed to working with you to increase your efficiency and improve your bottom line.

Small changes. Big savings.

You can make a significant difference in your bottom line by following these suggestions. Most of these tips cost little or nothing to implement, yet together they can make a big difference in your energy expenditures.

Cooling and heating:

- > Check your HVAC system's manual for easy maintenance tips. You could save up to 5 percent yearly by having your own employees perform regular checkups rather than a service.
- > Keep all registers and vents clear of drapes, desks, equipment and other objects. This will keep your heated or cooled air moving freely.

- > Install programmable thermostats to avoid excess heating and cooling expenses during unoccupied hours.
- > Use locking covers on thermostats to prevent employee tampering with temperature settings.

Equipment:

- > Turn off equipment during down periods, such as overnight. Keep rarely used equipment turned off until needed.
- > Laptop computers use 90 percent less energy than desktop models.
- > Avoid placing heat-generating equipment near thermostats.
- > Install auto door-closers and strip curtains on walk-in freezers or coolers.

Facility:

- > Make caulking and weather-stripping part of your facility's regular maintenance plan.
- > Use compact fluorescent light bulbs instead of incandescents.

- > Ensure sufficient insulation. Ceiling insulation can save up to 30 percent on your cooling bill.
- > Install fans to create air movement, but use only in occupied areas.

Your business partner

At Progress Energy, we are committed to partnering with you to help your business be more successful. For more information, visit progress-energy.com.

You'll find:

- ▶ More business-specific efficiency tips
- ▶ Convenient online account information
- ▶ Small-business resource links



People. Performance. Excellence.



Drive safely

Driving is a big part of many businesses' daily operations. With storm season and more hazardous driving conditions ahead, now is a good time to review important safety tips. Remind your drivers and other employees to follow these important guidelines.

- Make sure all vehicles in your fleet are well maintained.
- Keep windows and windshields clean and free of debris at all times.
- Always conduct a walk-around when returning to the vehicle.
- Check road conditions before driving.
- Reduce speed on unfamiliar roads.
- Always wear seat belts, even when traveling short distances.
- Stay alert. Rest when necessary.
- Use extreme caution when backing up. Enlist another person's help if possible.

Pay your way

Which billing and payment option is best for your business? At Progress Energy, we let you choose:



By mail

Progress Energy
P.O. Box 2041
Raleigh, NC 27602-2041



Online

Pay your electronic bill online with our free e-bill service



Automatic draft

Payment is automatically drafted from your designated account



In person

Bring your bill to any authorized paystation location



Storm survival skills



Here in the Carolinas, we see a variety of threatening weather conditions, from hurricanes to ice storms.

At Progress Energy, we're constantly making improvements to ensure the most reliable power possible. We frequently update and rehearse our storm preparation plans so that when the worst does happen, we're ready to restore power as quickly as possible. We encourage you to keep your business equally prepared. Every local business should have an emergency management plan that includes:

»»» Preparation

- Identify and prepare to protect equipment and vital records.
- Plan for possible evacuation of employees and equipment.
- Establish communication plans and storm roles.
- Create backup security procedures.

»»» Response

- Review storm plans.
- Implement plans for the protection of equipment, vital records and people.
- Listen for storm-related news reports.
- Unplug appliances until power is resumed.

»»» Recovery

- Ensure employees' safety.
- Secure the site.
- Inspect for damage.
- Protect from further damage.

»»» Mitigation

- Assess the effectiveness of your plan.
- Modify as needed for future improvement.
- Take steps to prevent or reduce your business' vulnerability.



Put your business in the best light

The right outdoor lighting can make your business:

- ✓ Safer
- ✓ Easier for customers to find
- ✓ More attractive and inviting

Enjoy these benefits without the hassle of buying, installing and maintaining your own lights. We offer numerous options to suit your particular business needs. These include decorative, commercial and roadway lighting. All help to create more safe and welcoming environments for your customers and your employees.

See progress-energy.com/custservice/carbusiness/outdoorlight/index.asp to learn more about our entire business outdoor lighting program.

A powerful impact for the environment – and your business

You can make a powerful difference for the environment that's also good for your business. Participate in NC Greenpower, a nonprofit, statewide program that contributes energy from renewable, environmentally friendly sources to the state's power grid. For a minimum contribution of \$100 per month, you can demonstrate your commitment to the environment to your customers and employees. Few – if any – expenditures can deliver so much for so little.



To make a contribution or get more information, call 919.716.6398 or 866.533.NCGP.



Need assistance?

Call our Business Services Center at 866.582.6345.