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| **Energy Treasure Hunt Exchange**  **Dates: Sunday, May XX, 201X – Tuesday, May XX, 201X**  **Partner Site: Your Name, TN facility - 1 ABC Drive. Tonawanda, TN 37919** |

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| ABC limited, ORNL, and U.S. DOE’s Advanced Manufacturing Office is organizing an Energy Treasure Hunt Exchange to identify day-to-day operational energy efficiency improvements in the manufacturing process and associated systems. The event will be led by Presenter 1 at the ABC Ltd. plant is located in Tonawanda, Tennessee. The plant manufactures original equipment and replacement parts for the consumer and commercial markets. In addition to identifying projects for the host facility, the event will equip the participants with the knowledge and tools required to take the treasure hunt concept and apply it in their other facilities. |

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| **Pre-Training Webinar**  **April XX, 2017 at 9:30 AM ET** | **In preparation for the INPLT, join us for a pre-training webinar on treasure hunt exchanges.**  **More Info and to Register - https://attendee.gotowebinar.com/register/878154244193730XXX** |

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|  | **10:00 AM - 12:00 PM** | **12PM to 1P** | **1:00 PM – 5:30 PM** |
| **Day 1**  **Sunday**  **X/XX/2017**  **(Observing the idle facility)** | Safety / Plant Orientation  Opening Remarks  Kick off  Objectives and Overview of the Treasure Hunt Exchange  Assign teams and leaders | Lunch | Gather into Teams  Tour the facility and look for opportunity  Discuss initial findings/ideas  Plan for Monday morning |

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|  | **8:00 AM - 12:00 PM** | **12PM to 1P** | **1:00 PM – 5:30 PM** |
| **Day 2**  **Monday**  **X/XX/2017**  **(Observing the operating facility)** | Welcome from Management  Layout plan for the day  Detail Sheet Training  Observe facility and operations | Lunch | Begin detail sheets  Additional data collection in the facility  Identify top ideas |

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|  | **8:00 AM - 12:00 PM** | **12PM to 1P** | **1:00 PM – 4:00 PM** |
| **Day 3**  **Tuesday**  **XX/XX/2017** | Recap top ideas  Wrap up details sheets and field observations  Roll up data sheets | Lunch | Dry run management presentation  Present to management |

**well Automation**

**Get to Know the Presenters: Brief Bio Sketches**

**Mr. Presenter 1:** Short bio

**Mr. Presenter 2 :** Short bio

**PPE Requirements**

Use this section to instruct participants on sign-in procedure, photo ID requirements, policy on electronics, PPE requirements, parking etc.