**Opportunity Tag Tracker**

Keep track of opportunities, from when they’re first tagged to how they’re assessed, and any resulting action.

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| Tag # | Identified date | Location | Description | Identified by | Energy savings (low, med, high) |
| 0012 | 11/5 | Upstairs hallway | Add controls to lights | Amy Johnson | Low |
| Implemented date | Implemented by | Notes |
| 12/15 | Gary Smith | Easy to do; will pay off in 2-3 years |
|  |
| Tag # | Identified date | Location | Description | Identified by | Energy savings (low, med, high) |
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| Implemented date | Implemented by | Notes |
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| Tag # | Identified date | Location | Description | Identified by | Energy savings (low, med, high) |
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| Implemented date | Implemented by | Notes |
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| Tag # | Identified date | Location | Description | Identified by | Energy savings (low, med, high) |
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| Implemented date | Implemented by | Notes |
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