



# Workplace ev charging stations

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With proper workplace charging implementation, employers can help increase the convenience and affordability of driving electric for their employees. Workplace charging can demonstrate a commitment to adopting advanced vehicle technologies.

Employers and workers can find resources on planning, organizing, and executing successful and educational workplace charging events in the Clean Cities and Communities Workplace Charging Toolkit.

Employers should consult their utility, an electrical contractor, charging equipment provider, and other stakeholders early in the process to identify and discuss potential challenges. For example, offering charging at workplaces located in leased facilities requires negotiations with the building owners.

Charging equipment delivers electrical energy from an electricity source, such as the grid or solar panels, to an EV. Level 1, Level 2, and direct-current (DC) fast charging each offer benefits and require different considerations for workplace charging:

Employers seeking to procure charging infrastructure and offer workplace charging must also consider costs associated with equipment, installation, maintenance, and electricity. Costs Associated with Non-Residential Electric Vehicle Supply Equipment and the International Council on Clean Transportation's review of charging infrastructure costs provide information on the costs associated with purchasing, installing, and owning the equipment. Federal, state, and utility incentives can provide discounts that lower workplace charging costs.

Consult DOE's workplace charging Request for Proposal Guidance for a description of requirements to be considered in an employer's workplace charging request for proposals.

Organizations offering workplace charging for EVs can benefit from setting clear guidelines in the areas of administration, registration and liability, sharing, and pricing to help ensure a safe and successful workplace charging experience. For organizations offering charging at Level 1 charging receptacles, or wall outlets, consider important Level 1 safety and management policies.

The first step toward successful workplace charging administration is to designate a responsible individual or group for ongoing operation and maintenance issues of the charging stations and any related costs. In larger organizations, workplace charging operations are typically handled by a sustainability or facilities manager; however, in smaller organizations where these positions may not exist, it may be unclear who is directly responsible. By ensuring that all appropriate departments and individuals know who is responsible for the administration and enforcement of the program, employers will be able to address challenges swiftly and efficiently.

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See the Other Considerations section of the Charging Infrastructure Procurement and Installation page for more information on charging administration. Additional areas to consider when developing workplace charging administration policies include:

Many organizations require that EV-driving employees register their vehicle, and some require them to sign a standard waiver. Examples include:

Employers should consider developing a policy that specifies what employees should do when there are more EVs that need to charge than there are charging stations available. When creating charging station sharing policies, management should consider how far employees are commuting and the types of EVs they are driving. The vehicles' battery pack size and state of charge (almost empty to nearly full) will influence the time required to recharge. For example, employers could give preference to drivers of all-electric vehicles who need workplace charging to complete their daily commute.

It is important to ensure EV drivers are aware of who is enforcing the policy, as well as the consequences for not following the stated charging policy. There are many strategies for managing charging station sharing, including:

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