

EXEMPLAR ENERGY MANAGEMENT



Schools



Assess Using

Energy in Education [ENERGY COORDINATOR'S WORKBOOK](#) (page 2)
- 6 Actions

Questionnaire - Where are we now?

Answer these questions to help you assess your current situation in relation to energy management. Make a photocopy of this form, as ideally it should be completed in 12 month's time and the answers compared.

(If an effective energy management system is in place, most of your answers will be in the boxes on the right.)

Has a Coordinator been appointed to manage the Energy Management Programme?

No Informal appointment Formal appointment

Additional comments:

Is there an Energy Statement?

No Yes, a formal, written, statement

Additional comments:

Have you identified significant energy users and factors that influence energy consumption?

No Yes, but energy use has not been quantified Yes, and some quantification of energy use has taken place Yes, a full assessment has been undertaken

Additional comments:

Is there an Energy Action Plan in place?

No (none) Unwritten plan Written plan Written plan which has been implemented

Additional comments:

Are energy efficient practices and energy awareness promoted amongst staff?

Not at all Sometimes Formally and regularly

Additional comments:

Is there an energy measurement and monitoring system in place?

No Some informal monitoring Formal system

Additional comments:

Conclusions:



How to Assess

Self Assess, and deemed Exemplar if:

- ✓ Formal appointment of an energy coordinator
- ✓ A formal written energy statement
- ✓ A full assessment of significant energy users and factors
- ✓ An Energy Action Plan delivers target energy and emission savings
- ✓ Energy awareness is promoted to staff
- ✓ There is a formal system for energy measurement and monitoring



How often

Annually. Record in SEAI's Monitoring and Reporting system.



Supports

- SEAI Exemplar EM implementation**
- [Energy Academy](#) 'Saving Energy in Schools'
 - [Energy in Education training course](#) 2 x ½ day workshops

Networks

- Energy Link [Schools](#)

Website

- [SEAI - Energy In Education](#)
- [Resources for Teachers](#)

Financial support

- [SEAI Communities Grant](#)
- National Energy Efficiency Upgrade Pilot for Schools (By invitation)

Non SEAI

EPA: Green Public Procurement [Guidelines](#)

EXEMPLAR ENERGY MANAGEMENT



Assess Using

SEAI [ENERGY MANAGEMENT WORKBOOK SMEs](#) (page 2)
- 6 Actions

Energy management diagnostic questionnaire

ACTION 1 What is your current energy management situation?
Fill out this energy management diagnostic questionnaire to help you assess this. This form should be filled in again in 12 months' time and the answers compared.

(If a good energy management system is in place, most of your answers will be the third and fourth boxes.)

Has a coordinator been appointed to manage the energy action plan?
 No Informal appointment Formal appointment but low priority Formal appointment
 Additional comments

Do you have an energy statement?
 No Informal statement Incomplete statement Complete formal statement
 Additional comments

Have you identified significant energy users or factors that influence energy consumption?
 No Informally (no quantification) Informally (some quantification) Yes (quantified assessment)
 Additional comments

Is there an energy action plan in place?
 No (none) Informal unwritten plan Informal written plan Formal plan
 Additional comments

Are energy efficient practices and energy awareness promoted amongst employees?
 Not at all Informally and infrequently Informally but regularly Formally and regularly
 Additional comments

Is there an energy measurement and monitoring system in place?
 No (none) Informal Incomplete system Formal system
 Additional comments

Conclusions from diagnostic:



Micro Business
Annual Energy Costs < €25k



How to Assess

Self Assess*, and deemed Exemplar if:

- ✓ A Coordinator is appointed to manage the energy action plan
- ✓ A formal written energy statement
- ✓ A full assessment of significant energy users and factors
- ✓ An Energy Action Plan delivers target energy and emission savings
- ✓ Energy awareness is promoted to staff
- ✓ There is a formal system for energy measurement and monitoring

* By a member of Senior Management. Or a stakeholder with an energy management background. Contact SEAI publicsector@seai.ie on how supports can help with assessment



How often

Annually. Record in SEAI's Monitoring and Reporting system.



Supports

SEAI Exemplar EM implementation

- [Energy Academy](#)
- [Workshops](#): 2 x ½ day small business EM course
- Online briefings

Partnership 2030

- Dedicated Support Manager
- Structured EM support

Networks

- Energy Link ([Smaller Office based organisations](#))

Website

- [SEAI – Support for SMEs](#)

Financial support

- [SEAI Communities Grant](#)

Non SEAI

EPA: Green Public Procurement [Guidelines](#)



EXEMPLAR ENERGY MANAGEMENT



Assess Using



Organisations
Annual Energy Costs
€25k - €250k

SEAI ENERGY MAP BASIC DIAGNOSTIC*
- 6 Actions and identification of barriers



How to Assess

Self Assess*, and deemed Exemplar if:

- ✓ A Coordinator is appointed to manage the energy action plan
- ✓ A formal written energy statement
- ✓ A full assessment of significant energy users and factors
- ✓ An Energy Action Plan delivers target energy and emission savings
- ✓ Energy awareness is promoted to staff
- ✓ There is a formal system for energy measurement and monitoring



How often

Annually. Record in SEAI's Monitoring and Reporting system.



Supports

SEAI Exemplar EM implementation

- [Energy Academy](#)
- [Workshops](#): 2 x ½ day small business EM course
- Online briefings

Partnership 2030

- Dedicated Support Manager
- Structured EM support

Networks

- [Energy Link](#) Choose an appropriate Community of Practice

Website

- [SEAI – Support for SMEs](#)

Financial support

- [SEAI Communities Grant](#)

Non SEAI

EPA: Green Public Procurement [Guidelines](#)

Energy Management Diagnostic Questionnaire - Small Organisation Version				
Site Name: <input type="text"/>		SEAI Client ID: <input type="text"/>		
Participants: <input type="text"/>		Score: 0%		
SEAI Representative: <input type="text"/>		Date: <input type="text"/>		
Question	Assessment			Additional Comments
1 Is there a co-ordinator appointed to manage energy management?	<input type="checkbox"/> No	Informal appointment	Formal appointment but low priority	Formal appointment
2 Is there an energy statement (or Energy Policy)?	<input type="checkbox"/> No	Informal Statement	Incomplete Statement	Complete, formal, well-communicated Statement
3 Have you identified significant energy users & factors that influence energy consumption?	<input type="checkbox"/> No	Informally (some quantification)	Informally (some quantification)	.
4 Do you have an Energy Action Plan?	<input type="checkbox"/> No (None)	Informal, Unwritten Plan	Informal, Written Plan	
5 Are energy efficiency awareness & practices promoted?	<input type="checkbox"/> Not at all	Informally & infrequently	Informally but regularly	Formally & Regularly
6 Is there an energy measurement & monitoring system in place?	<input type="checkbox"/> No (none)	Informal	Incomplete System	Formal System
Barriers				
i				
ii				
iii				

* For Partners, an SEAI appointed advisor can undertake or assist in the EM assessment



* By a member of Senior Management. Or a stakeholder with an energy management background. Contact SEAI publicsector@seai.ie on how supports can help with assessment

EXEMPLAR ENERGY MANAGEMENT



Organisations
Annual Energy Costs
€250k - €1M



Assess Using

SEAI ENERGY MAP FULL DIAGNOSTIC *
- 20 Actions and identification of barriers



How to Assess

Assessment by an external EM expert, and deemed Exemplar if:
✓ A Score of 75% or above



How often

Annually. Record in SEAI's Monitoring and Reporting system.



Supports

- SEAI Exemplar EM implementation**
- [Energy Academy](#)
 - [Workshops](#): 3 x ½ day Energy MAP course
 - Online briefings

- Partnership 2030**
- Dedicated Support Manager
 - Structured EM support

- Networks**
- [Energy Link](#) Choose an appropriate Community of Practice

- Website**
- [SEAI – Support for Business and the Public Sector](#)

- Financial support**
- [SEAI Communities Grant](#)

Non SEAI
EPA: Green Public Procurement [Guidelines](#)

seai Energy MAP Diagnostic			
Question	Assessment	Additional Comments	
1. Do you have a formal commitment to Energy Management?	Yes/No	Formal commitment to Energy Management	Full & formal commitment
2. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
3. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
4. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
5. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
6. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
7. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
8. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
9. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
10. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
11. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
12. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
13. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
14. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
15. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
16. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
17. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
18. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
19. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan
20. Do you have a formal energy saving/efficiency plan or energy management plan?	Yes/No	Formal energy saving/efficiency plan or energy management plan	Formal energy saving/efficiency plan or energy management plan

* For Partners, an SEAI appointed advisor can undertake or assist in the EM assessment



EXEMPLAR ENERGY MANAGEMENT



Organisations

Annual Energy Costs
€1M - €2M



SEAI ADVANCED ENERGY MANAGEMENT DIAGNOSTIC, available through SEAI
- 20 Actions and identification of achievements

Assessment by an independent EM expert, and deemed Exemplar if:

- ✓ A Score of 75% or above

At least every 18 months. Independent Report submitted to SEAI and also recorded in SEAI's Monitoring and Reporting system.

SEAI Exemplar EM implementation

- [Energy Academy](#)
- [Workshops](#): 3 x ½ day Energy MAP course
- Online briefings
- ISO 50001 Gap Analysis

Partnership 2030

- Dedicated Support Manager
- Structured EM support

Networks

- [Energy Link](#) Choose an appropriate Community of Practice

Website

- [SEAI – Support for Business and the Public Sector](#)

Financial support

- [SEAI Communities Grant](#)

Non SEAI

EPA: Green Public Procurement [Guidelines](#)

Pillars	Energy Management Element	Element Score	Totals
Commit	1 Senior management commitment	7 / 10	70%
	2 Appoint senior manager sponsor	8 / 10	
	3 Appoint Energy Management Co-ordinator	7 / 10	
	4 Establish an Energy Management Team	6 / 10	
	5 Establish an Energy Policy	7 / 10	
Identify	6 Identify & comply with legal & other requirements	7 / 10	70%
	7 Total energy consumption & baselining	8 / 10	
	8 Survey energy use & ID significant energy users	7 / 10	
	9 Factors that influence energy use & EnPIs	7 / 10	
	10 Identify opportunities for energy savings	6 / 10	
Plan	11 Set objectives & targets	6 / 10	60%
	12 Establish an Energy Action Plan	7 / 10	
	13 Allocate human, financial & other resources	5 / 10	
Take Action	14 Implement the Energy Action Plan	7 / 10	58%
	15 Promote energy awareness	8 / 10	
	16 Train key personnel in energy efficiency practices	6 / 10	
	17 Operate, maintain, design & procure efficiently	6 / 10	
Review	18 Measure & monitor energy performance	7 / 10	56%
	19 Corrective & preventative actions	3 / 10	
	20 Management review of EM Programme	7 / 10	
Subtotal - EM Practices		132 / 200	66%
Effectiveness	(A) Targets achieved in last 12 months	8 / 10	60%
	(B) Improvement in energy performance	6 / 15	
	(C) Ambitious target for next 12 months	6 / 10	
	(D) Credible pathway to meeting long term target	10 / 15	
Subtotal - EM Effectiveness		30 / 50	60%
TOTAL SCORE (= EM Practices + EM Effectiveness Subtotals)		65 / 100	65%

EXEMPLAR ENERGY MANAGEMENT



Assess Using



How to Assess



How often



Supports



Organisations
Annual Energy
Costs
> €2M

ISO 50001:2018 ENERGY
MANAGEMENT SYSTEMS

Certified ISO Auditor

Ongoing auditing
schedule frequency is
agreed with certification
body, can vary from
every 6 to 12 months.
Ongoing internal audits.

**SEAI
Partnership 2030**

- ISO50001 accelerator programme
- ISO gap analysis

Networks

- [Energy Link](#) ISO 50001 optimisation group

Website

- [ISO 50001 details](#)

Financial support

- [SEAI Communities Grant](#)

Non SEAI
EPA: Green Public
Procurement [Guidelines](#)

[EEOS Scheme](#)

ISO 50001:2018

