



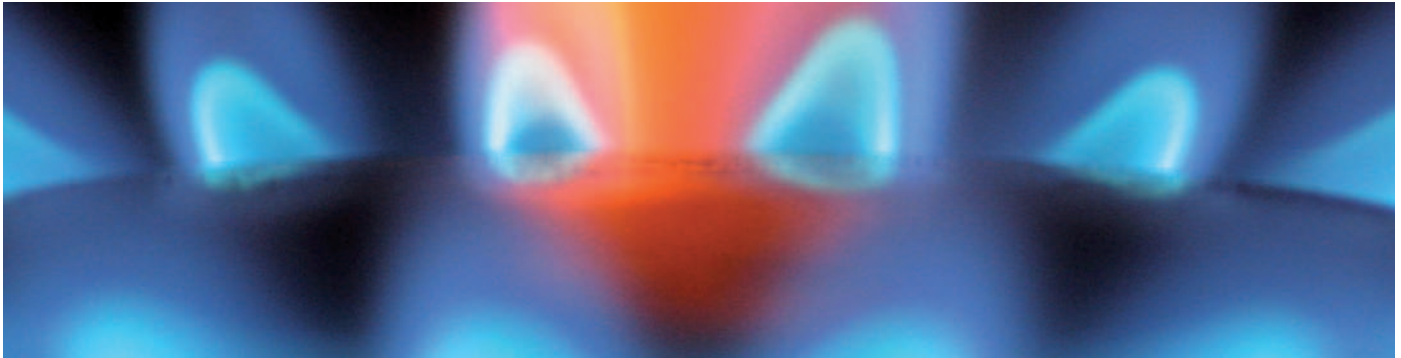
BS EN 16001 Energy Management Systems and Kitemark® Energy Reduction Verification



EMBRACE EFFICIENT ENERGY USE **PRODUCT GUIDE**

raising standards worldwide™





Why energy management?

The vast majority of the world's energy consumption derives from fossil fuels – oil, gas and coal. Due to the resulting cost implications, security of supply issues and environment impacts, energy management has become crucial for the sustainable development of today's businesses and our society as a whole. So how can we manage energy more effectively?

BS EN 16001 offers a road map to help organisations improve energy efficiency, reduce greenhouse gas (GHG) emissions and drive down energy costs. The standard applies to all energy-related activities under the control of an organisation. BS EN 16001 also specifies the requirements for an energy management system to enable an organisation to develop and implement a policy, identify significant areas of energy consumption and target energy reductions. In addition to this the BSI Kitemark Energy Reduction Verification Scheme, based on BS EN 16001, independently verifies the management and measurement of the system as well as calculate the reductions in CO₂ emissions.

Introducing BS EN 16001

BS EN 16001 represents the latest best practice in energy management systems building upon existing national standards and initiatives. The standard specifies the requirements for an Energy Management Systems (EnMS). This enables your organisation to develop and implement an energy policy, identify significant areas of energy consumption and establish and maintain energy management objectives, targets and programmes.

Who is it for?

BS EN 16001 is suitable for any organisation – whatever your size, industry or geographical location. It is particularly relevant if you operate in an energy intensive industry or one facing greenhouse gas (GHG) emissions legislation.

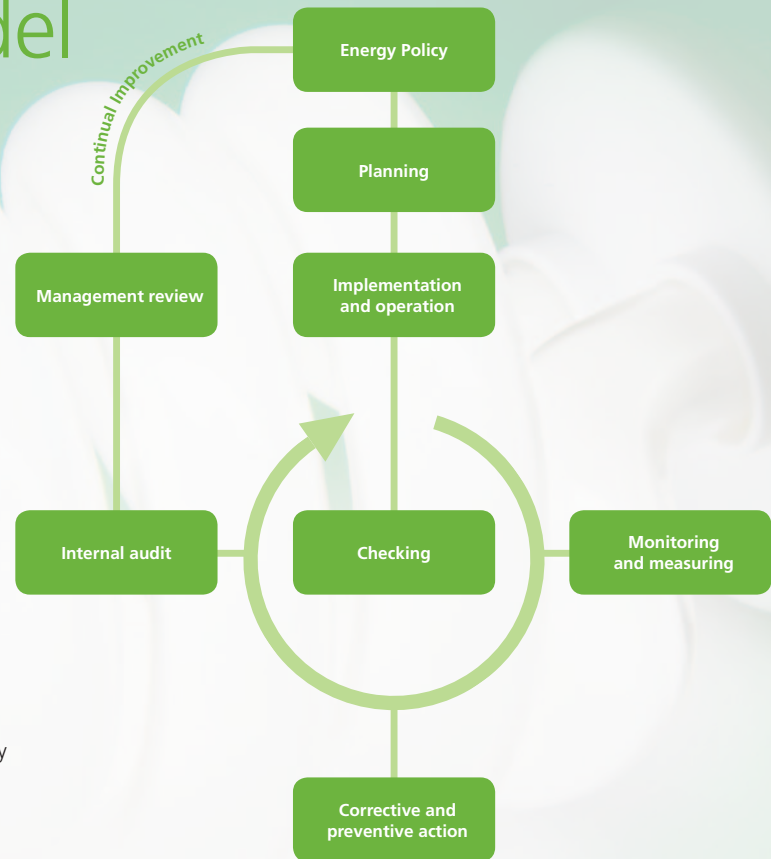
BS EN 16001 will help you establish the systems and processes necessary to improve energy efficiency leading to reductions in cost and GHG emissions through the systematic management of energy.

BS EN 16001 model

BS EN 16001 provides a structured framework to embed energy management in your organisation's culture. Effective implementation can enable year-on-year reductions in energy use via a cycle of continual improvement.

BS EN 16001 implementation requirements:

- Determine your organisation's energy needs
- Establish energy policy and objectives
- Conduct initial review of energy aspects
- Determine necessary processes and responsibilities
- Provide resources to attain energy objectives
- Establish methods for energy monitoring and analysis
- Determine energy efficiency and performance indicators
- Establish means to effective operational control
- Review and monitor for continual improvement in energy efficiency



New to energy management? Book an introductory course now at www.bsigroup.co.uk/training



Just beginning your management system implementation? What's involved?

Policy and planning

BS EN 16001 requires you to produce a policy statement that communicates your policy on energy management to stakeholders and to translate this policy into specific, measurable and timely objectives and targets. The objectives are achieved through the implementation of management programme that defines what will be done, who will do what and by when. An initial review will enable you to identify how you currently use energy and determine which activities need to be monitored and managed.

Implementation and operation

To implement and operate an effective EnMS, you will need to:

- Define the roles, responsibilities and authorities of staff with regard to energy use and energy management.
- Ensure that staff are appropriately trained and competent.
- There is effective internal and external communication.
- Management system documentation is controlled so that current versions are in use and obsolete documents are removed.
- Implement operational controls, to minimise the situations where deviations could occur.

Need some guidance on implementing BS EN 16001? Book an implementation course now at www.bsigroup.co.uk/training

Checking and corrective action

You will need a process for monitoring and measuring your EnMS including significant energy consumption and associated energy factors as well as assessing actual versus expected energy consumption. Procedures are required for the handling and investigation of problems and the organisation will also need to carry out audits of the energy management system.

Management review

Top management will need to meet periodically to ensure that the EnMS is still effective and to act upon identified weaknesses and opportunities for improvement.

Kitemark® Energy Reduction Verification Scheme

The Government's Carbon Reduction Commitment Energy Efficiency Scheme (CRC) is the UK's regulatory incentive to improve energy efficiency in large public and private sector organisations. From April 2010 organisations will be placed in a league table reflecting their energy efficiency performance and reductions in carbon emissions from energy use.

An organisation's position in the league table will be calculated based on its reduction in emissions and whether an approved Early Action Metric has been adopted.

The BSI Kitemark Energy Reduction Verification (ERV) scheme offers organisations a way to verify their carbon emission reductions and qualify you for additional points under the Early Action Metric.

The Kitemark scheme builds on the implementation of BSI's energy management standard BS EN 16001 and will independently verify the management and measurement of the system as well as calculate the

reductions in carbon emissions. A company achieving a reduction of at least 2.5% per annum or 5.2% in total calculated from three year's worth of data will be awarded the prestigious Kitemark.

Gaining Kitemark certification for your energy reduction will give your business and your customers significant advantages as well as help you demonstrate that you take your energy management seriously. Because Kitemark is an independent and voluntary certification scheme, it will show your commitment to continuous performance as well as proving your results.

To find out more about Kitemark certification and how it can benefit your business please call **0845 080 9000** or email **certification.sales@bsigroup.com**.

Alternatively visit

www.bsigroup.com/energykitemark

for further information.

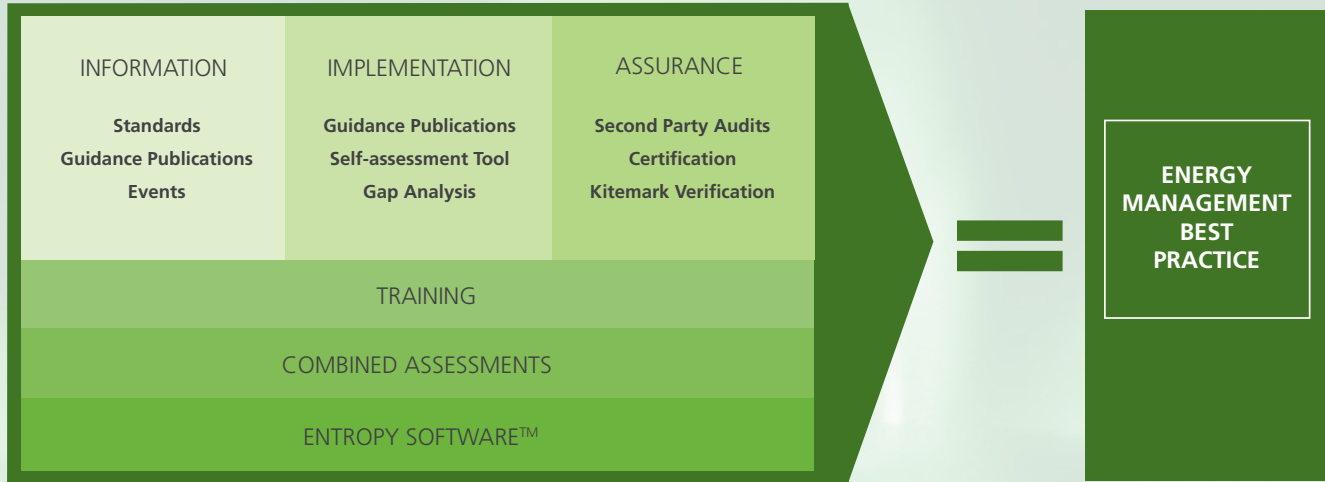


BS EN 16001 solutions from BSI

We have a broad range of solutions to enable you to meet your energy management objectives. From guidance publications and training courses to a self-assessment tool and independent third-party certification, we have the right solutions for you, regardless of your organisation's size, industry or location.

For further information about energy management systems training from BSI visit: **www.bsigroup.co.uk/training/energymanagement**

Your journey to energy management best practice



Benefits of BS EN 16001

Reduce costs

Reduce energy expenditure via a structured approach to identifying, measuring and managing your energy consumption.

Improve business performance

Drive greater productivity by identifying energy efficiency solutions and affecting behavioural change to reduce energy consumption.

Engage top management

Position energy management in the boardroom as a key business issue.

Comply with legislation

Meet current or future mandatory energy efficiency targets and/or the requirements of GHG emission reduction legislation.

Reduce your GHG emissions

Meet stakeholder expectations or obligations now and in the future.

Formalise energy policy and objectives

Promote your energy management policy and embed energy efficient thinking in your organisation.

Integrate your management systems

Align your EnMS with existing management systems for incremental benefit.

▶▶ Fast forward with BSI Training

BSI is a leading supplier of training courses with unrivalled experience in business improvement training and in standards based management systems. For further information about any of our courses please visit www.bsigroup.co.uk/training, call **0845 086 9000** or email training@bsigroup.com

Entropy Software

Entropy Software, BSI's management system software solution, is used by leading organisations at over 14,000 sites around the world to improve their business performance and manage their risks. For further information please visit www.bsigroup.co.uk/entropy, call **0845 080 9000** or email info.entropy@bsigroup.com



Product Testing and Certification

BSI offers a full range of product testing and certification services from research and development, pre-production, prototype, batch and audit to full compliance testing. For further information please visit www.kitemark.com, call **08450 765600** or email kitemark@bsigroup.com



Related standards

- ISO 9001 – quality management
- ISO 14001 – environmental management

Route to certification

We offer an array of training solutions to help you at every step of your route to certification. Visit www.bsigroup.co.uk/training for more information.

STEP 1	Buy the Standard visit www.bsigroup.co.uk/buy
STEP 2	Make contact call us on 0845 080 9000
STEP 3	Plan your training
STEP 4	Complete the application form
STEP 5	Gap analysis (Pre-certification audits)
STEP 6	Your assessment team is appointed
STEP 7	Formal assessment – stage 1
STEP 8	Formal assessment – stage 2
STEP 9	Certificate awarded
STEP 10	Certification and beyond

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The Kitemark ERV certification can be used on your stationery, literature and vehicles when you have successfully achieved certification.



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