

Your organisation's Energy Management Policy should outline your organisation's commitment to energy performance improvement. Stating your organisation's main energy priorities, the policy should have stakeholder involvement from all areas of the business from the outset. This is to ensure your policy has buy-in.

When writing your Energy Management policy consider the end user. Make it concise and easy to understand so all employees, suppliers and customers can understand it.



1 - Statement Of Commitment

One-sentence statement, created and agreed by various stakeholders, about your organisation's pledge to energy management and ongoing energy improvement.



2 - Specify Energy Reduction & Consumption Targets

Detail clear short and long term targets that are both challenging and viable for your organisation. These targets should be applicable to all areas of the business including; operations, procurement, finance and management departments.



3 - Identify Responsibilities

To effectively implement an Energy Management Policy, responsibilities for reaching energy consumption targets must be divided between multiple people in the organisation - not one individual. Resources, including time, must be made available for a positive outcome.



4 - Set Out An Energy Action Plan Overview

The Energy Management Action Plan should include specific actions, assigned to those identified as responsible, to identify opportunities and implement energy reduction measures. Specifically all actions within the action plan must relate to listed objectives and targets set out. The Energy Action Plan sits separately to the Energy Management Policy. More about the Energy Action Plan can be found [here](#).



5 - Outline Review Requirements

Commit to a review schedule to assess progress against targets and pre-determined timelines. Consider earlier re-assessment if refurbishment works take place.



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