**Date last modified/updated:** Click here to enter a date. **Internal audit:** Click here to enter a date.

**Who last modified/updated:** Click here to enter text. **Management review:** Click here to enter a date.

**This part of the Navigator Playbook is completed when you have:**

1. **Identified all energy sources that are consumed within the scope and boundaries.**
2. **Made a list of energy uses within the scope and boundaries.**
3. **Identified relevant variables that potentially affect the energy consumption of SEUs and would help create meaningful energy performance indicators (EnPIs) and energy baselines (EnBs). If seeking SEEC 50001 Ready recognition identify relevant variables that potentially affect the energy consumption of the scope and boundaries of your SEEC 50001 Ready EnMS**
4. **Developed and implemented a data collection plan based upon the data needs including the key characteristics of ISO 50001.**
5. **Ensured measurements and metering are conducted accurately and are repeatable.**
6. **Determined appropriate analysis methods and used them to understand and monitor energy use and consumption.**
7. **Identify all energy sources that are consumed within the scope and boundaries.**
8. **Make a list of energy uses within the scope and boundaries.**

[ ]  We have identified our current energy sources (to be recorded in the SEEC 50001 Ready Navigator Energy Consumption Tracker)

[ ]  Analysis has been carried out on collected data to assess past and present energy use and consumption at the equipment level (to be recorded in the SEEC 50001 Ready Navigator Energy Consumption Tracker)

Use the 50001 Ready Navigator Energy Consumption Tracker to collect and record this information. This tool is a complement to the 50001 Ready Navigator Playbook, but is a separate spreadsheet. If you are already collecting and storing this information in other ways, indicate below.

[ ]  Energy data has been organized and entered into a central location and the data is stored at:

Click here to enter text.

[ ]  We have identified energy uses associated with energy sources (complete first two columns)

|  |  |  |  |
| --- | --- | --- | --- |
| **Energy Uses** | **Energy source(s) used** | **Factors/persons that affect consumption** | **Large energy user (y/n)** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |

1. **Identify relevant variables that potentially affect the energy consumption of SEUs, and EnMS scope and boundaries (or whole facility), and would help create meaningful energy performance indicators (EnPIs) and energy baselines (EnBs).**

[ ]  We have identified relevant variables that potentially affect the energy consumption of SEUs and Scope and Boundaries (or whole facility) and would help create meaningful energy performance indicators (EnPIs) and energy baselines (EnBs).

|  |  |
| --- | --- |
| **Relevant Variable** | **Affected SEU(s) or Scope and Boundaries** |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |
| Click here to enter text. | Click here to enter text. |

1. **Develop and implement a data collection plan based upon the data needs including the key characteristics of ISO 50001 (see resource for Task 20 Monitoring and Measurement of the EnMS).**
2. **Ensure measurements and metering are conducted accurately and are repeatable.**

[ ]  We have established our data needs for our Energy Review

[ ]  We have established a process for collecting this data at scheduled intervals

[ ]  We have identified sources for collecting this data

[ ]  We have identified personnel responsible for collecting this data Click here to enter text.

[ ]  Who Click here to enter text.

[ ]  We have established this data is from sources that are accurate and repeatable

Method: Click here to enter text.

1. **Determine appropriate analysis methods and use them to understand and monitor energy use and consumption.**

[ ]  Appropriate analysis methods have been used to understand and monitor energy use and consumption.

Method: Click here to enter text.

**Top Management Approval**

|  |  |  |
| --- | --- | --- |
| [ ]  | Date approved:  | Click here to enter a date. |
| [ ]  | Who approved: | Click here to enter text. |

**Comments**

Click here to enter text.

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