**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 SEEC Navigator Playbook is completed when you have:**

1. **Developed and documented a methodology and criteria for how your organization will identify, prioritize, and update energy performance improvement opportunities.**
2. **Applied the methodology and criteria you developed to identify, prioritize, and update energy performance improvement opportunities.**
3. **Updated the list of prioritized improvement opportunities at specific intervals and when major changes in facilities, equipment, systems or energy-using processes take place.**
4. **Develop and document a methodology and criteria for how your organization will identify, prioritize, and update energy performance improvement opportunities.**

[ ]  We have developed a prioritization method that is both systematic and continual, and have detailed below:

|  |
| --- |
| Click here to enter text. |

The following have been considered in our criteria selection process:

[ ]  The energy objectives and targets that have been established

[ ]  The estimated energy savings associated with Improvement Opportunities

[ ]  Organizational constraints

[ ]  Applicable capital justification or other criteria required for project approval by organization

1. **Apply the methodology and criteria you developed to identify, prioritize, and update energy performance improvement opportunities.**

[ ]  We have used the SEEC 50001 Ready Improvement Opportunities Register (or other document) to identify, prioritize, and update energy performance improvement opportunities. (The Register is available on the SEEC 50001 Ready Navigator tool as a separate downloadable tool).

1. **Update the list of prioritized improvement opportunities at specific intervals and when major changes in facilities, equipment, systems or energy-using processes take place.**

[ ]  We update the SEEC 50001 Ready Improvement Opportunities Register (or other document) to identify, prioritize, and update energy performance improvement opportunities when major changes in facilities, equipment, systems or energy-using processes take place.

Checklist of Other Methods to Identify Energy Opportunities

| **Purpose**: Provide a listing of methods (other than assessments) for identifying energy opportunities, with a checklist feature for recording the methods used by the organization |
| --- |
| **METHOD** | **CONTACT** | **EXPECTED OUTCOMES FROM APPYLING THE METHOD** | **WAS THIS METHOD USED? (y/n)** | **WHEN WAS IT USED? (date)** | **HOW OFTEN WILL THIS BE REVIEWED?**  |
| Employee Suggestions | Contact employees through the suggestion system, survey form or annual performance reviews. | Improvements in process energy efficiency; energy waste reduction opportunities; and, proposed operating efficiency improvements | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Utility Account Representative | Contact utility to locate the assigned representative. | Information on available utility rates and incentives; new technologies promoted by the utility; and fuel switching opportunities | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Process and Energy Equipment Service Technicians | Technician contact information is available from contracted service provider or equipment vendor service department. | Operating and maintenance recommendations from service provider | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Equipment Vendors Technical Support | Contact the equipment manufacturer to access their technical support. | Recommendations on most efficient operating conditions and maintenance practices to maximize and sustain operating efficiency | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Trade association and/or operating standards for industrial sector | Trade association or government. | EnPI, general plant operating conditions | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Equipment Standards | Equipment vendor trade association, user group records, government. | Efficient equipment operating conditions and maintenance practices | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Value Stream Mapping | Lean training seminars, corporate lean manufacturing specialists.  | Add energy to value stream mapping and identify approaches to reduce energy waste and/or improve operating efficiency | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Six Sigma | Six sigma websites and blogs, Six sigma training courses | Project comparison and selection. | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Energy Kaizen Events | EPA Lean, Energy and Climate Toolkit | Rapid process improvement identifying and implementing process changes to reduce energy waste | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Benchmarking | Web search. Sector-specific sources. Industrial Energy Analysis:U.S. Department of Energy bandwidth studies: https://www.energy.gov/eere/amo/energy-analysis-data-and-reports<http://industrial-energy.lbl.gov/node/100>  | Information on appropriate sector-specific benchmarks. Spreadsheet tools for use by industries to benchmark a plant's energy intensity to "best practice" and to identify energy-efficiency options that can be implemented. | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| Examine Energy Saving Assessments (ESA) results for like industries | U.S. DOE-Industrial Assistance and Projects Databases: <http://www.energy.gov/eere/amo/industrial-assistance-and-projects-databases> | Listing of Energy Saving Assessment (ESA) recommendations developed during system assessments | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
| System Specific Software Tools | U.S. DOE Advanced Manufacturing Office<https://www.energy.gov/eere/amo/measur>  | The MEASUR tool is designed for industrial energy coordinators, plant managers, engineers, and personnel who are interested in improving system efficiency and measuring potential savings opportunities in both dollars and energy savings. It includes tools that help to assess energy savings in the following industrial systems: pumps, process heating, fans, steam. and compressed air systems.  | Click here to enter text. | Click here to enter a date. | Click here to enter text. |

|  |  |
| --- | --- |
| **PREPARED BY:** Click here to enter text. | **DATE:**Click here to enter a date. |
| **UPDATED:**Click here to enter a date. |

**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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