

ASTCEA06

Develop an energy management and carbon reduction plan with clients



Overview

This standard is about the development of an overall energy management and carbon reduction policy and set of procedures for its implementation. It is also about creating measuring, monitoring and audit systems for all building services and evaluating actual performance against agreed targets.

This standard is for professionals in energy management and advice.

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Performance criteria

You must be able to:

- P1 agree an overall energy management policy and implementation plan that relates to the organisation's financial, operational and business conditions and meets legal and safety requirements
- P2 create and operate an energy management documentation system including data gathering and reporting systems
- P3 develop a purchasing strategy that incorporates energy and carbon reduction in relation to equipment, processes, raw materials, services, energy supply, draught proofing and air tightness
- P4 identify grants and other financial assistance that the organisation will be eligible for
- P5 set measurable and documented targets for energy efficient/carbon reduction practices and use of energy efficient technologies in relation to all controllable parameters
- P6 advise on how to establish roles and responsibilities for those carrying out energy management functions
- P7 advise on the development of measurement, monitoring and energy audit systems and how to set targets for specific components of the energy and carbon reduction plan
- P8 advise on how to set criteria for the operation and maintenance of building fabric, processes and services
- P9 advise on how to identify deviations from set targets and the appropriate corrective action to take
- P10 advise on how to identify and respond to the information, communication, training and support needs for the introduction of proposed changes
- P11 advise on how to establish review and evaluation procedures in relation to energy and carbon reduction
- P12 identify where additional specialist consultancy and support is needed in relation to the building fabric and services, building management systems, low/zero carbon technologies, portfolio improvement, spatial usage, building and environment management systems and the sources

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of such expertise

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Knowledge and understanding

You need to know and understand:

- K1 the activities, products, systems and processes of the organisation and their impact on energy and carbon consumption
- K2 how to relate energy policy to an organisation's wider operating environment
- K3 the components of an overall energy management policy and implementation plan
- K4 methods for the gathering, collation and recording of energy management data
- K5 how purchasing and supply policies can influence internal energy management
- K6 the range and nature of energy efficient technologies available for each building and process including passive alternatives
- K7 the efficiency and accuracy of alternative metering systems
- K8 how to measure energy consumption for the building fabric, services and processes
- K9 how the energy management role can be arranged to encompass the energy management of buildings, processes and other relevant functions
- K10 the roles and responsibilities of key stakeholders in the energy management process and the information and support they need to be effective including awareness of the energy policy, the requirements of individuals in relation to energy management and improvements to energy efficiency and carbon reduction
- K11 the components of energy audit systems
- K12 how to set realistic and measurable targets for each component of the energy management plan
- K13 the common and most effective ways in which energy consumption can be reduced and carbon reduction achieved in relation to energy purchase and supply, heating, lighting, air conditioning, small power, refrigeration, building fabric, passive strategies and ventilation
- K14 the impact that processes can have on the energy efficiency and carbon

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- use of buildings
- K15 the components of an effective communication strategy for all members of the organisation
 - K16 how individuals can reduce their energy consumption and carbon emissions
 - K17 how to identify deviations from set targets and appropriate corrective action to take
 - K18 the eligibility criteria for grants and enhanced capital allowances and how to access them
 - K19 the components of an effective monitoring and evaluation system for energy management in relation to compliance, analysis of energy consumption, effectiveness and accuracy of metering devices, variations over time, achievement of targets against energy performance indicators (EPIs), building environment and management systems, and the identification and rectification of deterioration in energy efficiency
 - K20 how to identify where additional specialist expertise is needed in order to make substantive changes to the building fabric and services, building management systems, low/zero carbon technologies, portfolio improvement, and spatial usage and how clients can access such expertise

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Suite Commercial energy advice; Facilities Management

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