See the last page for Case Study Template Instructions

*Delete this red text before submitting.*

Add photo of your energy team or facility here

Include a caption

Add your country name(s) to the top-right header above.

Organization Name

*Add byline here: e.g., achievement by company or facility.*

*Delete this red text before submitting.* Enter text in right column in place of the X.

|  |  |
| --- | --- |
| **Case Study Snapshot** | |
| **Industry** | X |
| **Product/Service** | X |
| **Location** | X |
| **Energy performance improvement percentage** (over the improvement period) | X % improvement over X years |
| **Total energy cost savings** (over the improvement period) | USD XXX,XXX.00 |
| **Cost to implement Energy Management System (EnMS)** | USD XXX,XXX.00 |
| **Total energy savings** (over the improvement period) | X MWh |
| **Total CO2-e emission reduction** (over the improvement period) | X Metric Tons |

# Organization Profile / Business Case

Add text here

*Delete this red text before submitting.*

Organization Profile & Business Case (worth up to 10 points) – Describe your organization, its motivations/drivers for energy efforts, and goals. Describe the role energy management plays in the organization's larger business strategy and framework on climate change, sustainability, and/or decarbonization, and the underlying rationale. If applicable, describe any program that required, rewarded, or encouraged your energy management actions or motivated the reduction of energy-related GHG emissions.

*Delete this red text before submitting*.

“Add a quote from the organization about its achievement and success through ISO 50001.”

—Name of representative, title

# Business Benefits

Add text here

*Delete this red text before submitting.*

Business Benefits (worth up to 25 points) – Describe your organization’s experience, accomplishments, and business impacts as a result of implementing ISO 50001. If your organization recertified to ISO 50001, address the value of maintaining the certification. At a minimum, address the following in your response:

* Energy performance improvements achieved (see [instructions](https://www.cleanenergyministerial.org/official-rules/#energy-performance)), energy and energy cost savings, and reduction in emissions (CO2 or equivalent units)
* Any non-energy or other benefits
* Costs (and estimated staff time) and energy cost savings associated with implementing the EnMS, see [instructions](https://www.cleanenergyministerial.org/official-rules/#cost)
* If implemented across multiple sites, the benefits of that approach

Optional topic:

* Describe the extent to which your organization’s EnMS prioritized decarbonization and included energy-related GHGs in its EnMS. Describe the business drivers and benefits that make the case for managing energy-related GHG emissions and integrating them into the EnMS.
* Value of using ISO 50001 in supply chain engagements, i.e., with service and material suppliers beyond your organization’s operational boundaries

*Delete this red text before submitting*.

# Plan

Add text here

*Delete this red text before submitting.*

Plan (worth up to 20 points) – Describe how you developed and planned the implementation of your EnMS. At a minimum, address the following in your response:

* How did you gain the commitment of top decision makers in your organization?
* How was your top management involved in the implementation process?
* How did you obtain financial commitments and resources?
* How did you use data to help you develop an appropriate approach? Describe the process of understanding energy consumption and use.
* Describe your process for reviewing and analyzing energy use, deciding where to focus resources, and prioritizing action.
* How did you ensure that the EnMS would support the strategy and targets of your organization?
* If the EnMS was for multiple sites, how was it developed for multiple sites?

Optional topics

* How did energy-related GHGs factor into planning your EnMS? For example, add any specific considerations of energy-related GHGs while addressing any of the required contents of the “Plan” section of the case study.
* If this was for recertification, how did the process differ from initial certification?

*Delete this red text before submitting*.

Add a supporting graphic, chart, graph, or table showing relevant data (such as costs and benefits)

Include a caption

**“Add an additional quote about usefulness of ISO 50001 and how EnMS is helpful.”**

—Name of representative, title

# Do, Check, and Act

Add text here.

*Delete this red text before submitting.*

Do, Check Act (worth up to 20 points) – Describe how you implemented your plan, reviewed results, and took steps to continually improve. At a minimum, address the following in your response:

* Describe the implementation process. Who was involved? If this was for multiple sites, how was implementation coordinated?
* How did the top management of your organization provide motivation or support for the EnMS implementation?
* List key activities identified and implemented in the plan that improved energy performance
* Were the targets achieved?
* How did you determine whether performance had improved? How did you validate and verify results? For energy performance improvement, see [instructions](https://www.cleanenergyministerial.org/official-rules/#energy-performance) and address the methodology for determining energy performance improvement, specifying the following:
  + Timeframes for your baseline and reporting periods
  + Energy baseline and whether the organization has an energy baseload
  + Indicators used to monitor and assess energy performance improvements
  + Key high-level equations and explanation to estimate energy savings and energy performance improvement
  + Relevant variables affecting energy consumption
  + Method(s) to ensure normalization (If normalization was not used, then rationale must be provided)
* What tools and resources were used?

Optional topics

* How did energy-related GHGs factor into your EnMS implementation activities? For example, add any specific considerations of energy-related GHGs while addressing any of the required contents of the “Do, Check, Act” section of the case study.
* How did you implement operational control?
* How did you engage employees in energy management? Was new training needed?
* Did procurement processes at your organization change based on the EnMS data?
* How did you prepare for the third-party EnMS audit?

*Delete this red text before submitting*.

Add a supporting graphic, chart, graph, or table showing relevant data (such as costs and benefits)

Include a caption

# Transparency

Add text here.

*Delete this red text before submitting.*

Transparency (worth up to 5 points) – Describe how you publicly announced your organization’s ISO 50001 certification or reported this certification to voluntary reporting programs (for example, Carbon Disclosure Project)

*Delete this red text before submitting*.

# What We Can Do Differently

Add text here.

*Delete this red text before submitting.*

What We Can Do Differently (worth up to 15 points) – Describe:

* If you were to do it all over again, what would you do differently? For example, what steps, tools, or enhancements would have improved your EnMS implementation even further. This is not a summary or repetition of the measures that your organization found beneficial.
* What are your next steps and future plans for your ISO 50001 EnMS?

*Delete this red text before submitting*.

**Case Study Template Instructions**

**Guidance:**

* Entries are due by Thursday, 16 March 2023 at 22:00 UTC (GMT). Early submission by 2 March 2023 is encouraged to ensure the eligibility of your entry; upon receipt, each entry will be reviewed for eligibility. If entries are incomplete, the awards administrator will notify the submitter of missing information, and the submitter may resolve the issue and re-submit at any time up to the submission deadline.
* Review the [Official Rules](http://www.cleanenergyministerial.org/initiative-clean-energy-ministerial/energy-management-leadership-awards-official-rules)
* To ensure you receive important updates, send an email to [EMWG@energetics.com](mailto:EMWG@energetics.com) with your name, company (and facility name if applicable), and country.
* For questions, send an email to [EMWG@energetics.com](mailto:EMWG@energetics.com). When appropriate, questions and responses will be posted to the [FAQ page](http://www.cleanenergyministerial.org/initiative-clean-energy-ministerial/energy-management-leadership-awards-frequently-asked-questions) without attribution and sent via email to those who requested updates.

**Contents of this Template:**

* All text should be in Calibri, Font Size 11. The recommended length for case studies is 6 pages. Entries shorter than the 4 page-minimum and 8-page limit (excluding this instruction page) will be disqualified.
  + Please remove this instruction page before submitting.
* Text in red = case study topics (and instructions). Address these topics in your case study. *Delete the red text prior to submitting.*
* Quotes and visuals areworth up to 5 points. Include a quotation or two highlighting the business value of ISO 50001, its usefulness, or the role it plays in decarbonization. These quotes should provide unique insights rather than generalities. Include supporting graphics, such as a photo of your energy team or facility and any charts, graphs, or tables showing relevant data, such as costs and benefits. Captions should accompany the visuals.
  + Quotes and visuals can be resized and repositioned as needed throughout the case study.

**Suggestions:**

* Tell a Story: Organizations using an ISO 50001 energy management system (EnMS) possess different levels of experience, pursue different goals, and use different approaches. Each story is unique and important. Please review the evaluation criteria below and develop a case study that tells the story of your EnMS.
* Rather than just state that you did an energy management activity, provide more information such as a description of how you did it, tools that were helpful, and resources used or leveraged from elsewhere within your organization. The insights you share will help other organizations understand how to implement an EnMS.

**Evaluation Criteria:** Your case study should demonstrate the business case for using an EnMS certified to ISO 50001 and provide useful insights to help others understand the key steps in setting up and maintaining an EnMS. Therefore, your case study should provide:

* Insightful description of how an EnMS can be tailored to meet the specific goals and circumstances of an organization (whether the organization is experienced or new to EnMS, pursuing initial certification or recertification, or implementing at a single site or multiple sites).
* Insight on how to implement an EnMS, assess progress, and ensure continual improvement.
* Insight on the use of energy measurement data to guide planning and decision-making to achieve and maintain energy performance improvements.
* Compelling business case for the use of an ISO 50001-certified EnMS (based on varied benefits and related labor or capital investments).
* Clear linkage on using ISO 50001 to decarbonize operations.

**Click the links below for further instructions & formulas:**

* [Energy performance improvement](https://www.cleanenergyministerial.org/official-rules/#energy-performance)
* [Cost to implement EnMS, estimated staff time, and energy cost savings](https://www.cleanenergyministerial.org/official-rules/#cost)