



PROJECT IMPLEMENTATION PLAN

5 April 2018

1. **Project Code** 17-IN-06-GE-DLN-A-09
2. **Title** Self-learning e-Course on the Energy Management System Auditors' Course
3. **Reference** Project Notification 17-IN-06-GE-DLN-A dated 22 December 2016
4. **Timing and Duration** 1 May–31 December 2018 (eight months)
5. **Implementing Organizations** APO Secretariat and National Productivity Organizations (NPOs)
6. **Number of Participants** Minimum 400 participants
7. **Self-registration** Self-registration opens from 10:00 AM Japan Standard Time on 1 May 2018 on the eAPO web portal: <http://eAPO-tokyo.org>

Note: Participants can register directly from this portal on the APO website. Those who are already registered can access the course by using the assigned username and password. If you have forgotten your username and password, please refer to the help page on the home page of the portal.

8. Objectives

To enable participants to review the energy management system (EnMS; ISO 50001) and acquire necessary knowledge and skills to plan, conduct, report on, and follow up an EnMS audit.

9. Background

Interest in energy efficiency is not new among organizations and companies in all sectors as well as consumer groups worldwide. Energy efficiency has been a goal for years to provide more power for economic activities and residential demand at lower cost while using less fuel. There have been some clear successes in many parts of the world, such as the growing adoption of energy-saving appliances and utilization of energy-efficient techniques and technologies. Yet more needs to be done in both the public and private sectors to facilitate energy-efficient practices and procedures in the Asia-Pacific region, where growing demand for energy supplies, emerging environmental issues, and increased stress on aging energy infrastructure have become evident.

Organizations that waste energy through lax processes and insufficient management are not only losing money but are also causing avoidable pollution through increased carbon

emissions. In addition, energy security and fossil-fuel depletion have become global concerns. Proper energy management through energy efficiency/conservation measures are therefore of paramount importance.

The APO has been promoting the concept of Green Productivity (GP) since 1994, where the focus is to enhance productivity and simultaneously reduce negative impacts on the environment. GP leverages various productivity tools and techniques to help organizations improve their quality, occupational safety, and environmental management. This course is a follow-up to the self-learning course on Energy Efficiency and the Energy Management System (ISO 50001) to provide necessary knowledge and skills to conduct energy management audits.

10. Scope and Methodology

Scope

The course will cover the following modules:

- Module 1: Recap of the EnMS
 - Module 2: Introduction to auditing
 - Module 3: Preparing for the audit
 - Module 4: Conducting the on-site audit
 - Module 5: Nonconformity reporting
 - Module 6: Reporting and follow-up
- Final examination

Methodology

Module study, additional study material for participants, intermittent quizzes for self-assessment, and a final examination to qualify for the APO e-certificate for eligible participants.

11. Qualifications of Candidates

The target groups are environmental/GP/energy management personnel, trainers, or consultants, and senior/mid-level managerial and technical personnel from industry in the environmental/energy field.

12. Eligibility for e-Certificate

A minimum score of 70% on the final examination is required to qualify for the APO e-certificate.

Note: Participants from nonmember countries are welcome to take the course for self-development, although APO e-certificates will not be provided.



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