

## ESOS in six simple steps ...

If you would like us to manage your ESOS compliance programme, or just need some advice and support, we are here to help. We have developed a modular programme that works for your business whether you are a retailer, a manufacturer, a bank or any other type of organization. Our programme is delivered in six easy steps which are summarised below. Modules one to five address ESOS compliance, whilst module six goes beyond compliance and is aimed at creating business advantage from the ESOS process.

### Module 1: Programme Scope

During the first programme module, we will document and agree the programme scope. At this stage, we will agree specific programme deliverables and key milestone dates. We would also endeavour to define who we will interface with, whether this is in your organization or a supplier such as your facilities services provider. In more complex organizations, Module 1 will also identify which legal entities may be involved, and which assets are to be included within the scope and which may be excluded, eg sublet properties.

### Module 2: Data Capture & Validation

The second module in the programme is focussed on data collection and validation. Working with your utilities provider, estates manager, FM manager, fleet manager and accounts department, we will collect information regarding your energy consumption and your building and transport assets. This process varies significantly from one organisation to the next, and is largely dictated by the size of a client's asset register and the form in which we can access data. In some organisations the required information may be available from the existing ERP system, whilst in others it may need to be extracted from paper invoices and expense sheets. Once we have captured the required data, we also undertake some validation checks before progressing to the next stage.

### Module 3: Consumption Analysis

Understanding where and when you consume energy is the first step towards effective energy management. Based on data collected in Module 2, we will analyse your organisations consumption and emissions patterns; this is the first step in highlighting potential savings opportunities. The consumption analysis is largely data driven desk-based work, which involves techniques such as internal and external benchmarking, demand profile analysis and weather based correlation.

### Module 4: Audit

The first step in module 4 is to identify and review any existing audit reports which may meet the ESOS audit requirements. Audits that have previously been undertaken as part of an ISO 50001 programme, or as part of a Green Deal assessment or DEC audit may qualify. Where we can use these audits, it will allow us to minimise the cost of compliance and to bring the audit programme forward. Where additional site audits are required, we can undertake this work ourselves, or we are happy to coordinate these audits with your own staff or existing suppliers.

### Module 5: Reporting & Signoff

Once we have completed the audit work, we will develop energy saving proposals for your consideration. The proposals will be made in accordance with the ESOS guidelines, and will provide an analysis of your energy consumption, expenditure and emissions. We will also include outline details of potential energy savings initiatives that have been identified, together with budget costs, payback periods and whole life analysis based on Net Present Value and Internal Rates of Return. As part of our recommendations, we will also estimate annual and whole life carbon reductions.

Once we have completed our report, we would normally present the draft findings to your business, thus allowing you to provide any input before the report is finalised. Once the programme is signed off, we can make the online submission to the Regulator, or this can be done by you.

### Module 6: Benefits Realization

For some organizations, complying with ESOS may be expensive, and this is especially true in the first round of compliance. We believe that it is important to minimize or offset these costs where possible.

In an effort to reduce the cost of compliance in subsequent compliance rounds, we will make recommendations about your ongoing data capture and reporting methodologies. If it is cost effective to structure existing MIS or ERP systems to capture ESOS data, then the cost of compliance can be significantly reduced in subsequent ESOS rounds.

Whilst the implementation of energy savings recommendations is not mandatory, our experience has shown that a detailed analysis of energy consumption can significantly reduce organizational costs and emissions. We would welcome the opportunity to work with you to implement savings that we may identify, and would seek to directly offset the cost of ESOS compliance through the implementation of these energy savings.