

Develop an energy management policy with its own organisational structure which includes training and communication.



LEVEL: 6
CREDITS: 7
FIELD: Physical Planning and Construction
SUBFIELD: Industrial Energy Managers
ISSUE DATE:
REVIEW DATE:
PURPOSE OF THE UNIT STANDARD:

This unit standard is for persons in the Engineering, Construction and Energy Sectors.

A person credited with this unit standard will be able to:

- Play a key role in the development of a corporate energy policy.
- Provide guidance on how best to place responsibility in the organisational structure for energy management
- Plan and implement internal and external communications strategies for the energy management programme
- Plan and implement personnel training programmes
- Provide advice on the motivation of staff in support of energy management goals.

This unit standard will contribute to the full development of the learner within the engineering, construction and energy environment by providing recognition, further mobility and transportability within the field of Physical Planning and Construction. The skills, knowledge and understanding demonstrated within this unit standard are essential for social and economic transformation and upliftment within the engineering, construction and energy environment.

LEARNING ASSUMED TO BE IN PLACE:

The following knowledge, skills attitude and / or equivalent:

- A minimum of a National Diploma (Engineering) at NQF Level 5 or equivalent.
- An understanding of electrical engineering principles at in the context of industrial systems.
- An understanding of mechanical engineering principles in the context industrial systems.
- A working knowledge of operations maintenance in industry.
- A working knowledge of relevant sections of SANS.
- A working knowledge of relevant sections of the ISO Standards
- A working knowledge of relevant sections of the OSH Act.
- A general knowledge of company policies.
- A working knowledge of management principles.

SPECIFIC OUTCOMES AND ASSESSMENT CRITERIA

SPECIFIC OUTCOME 1:

Understand the rationale for energy management.

ASSESSMENT CRITERIA:

- 1.1 The reasoning behind an energy policy defined and motivated in terms of its rationale.
- 1.2 The purpose of an energy policy is defined and motivated in terms of its aims.
- 1.3 The purpose of an energy policy is defined and motivated in terms of its reasoning.
- 1.4 Energy management policies is understood and motivated and applied in terms of its added benefits.

Range: Added benefits include but are not limited to: Competitiveness, staff morale, productivity, health environmental impact and ISO certification.

SPECIFIC OUTCOME 2:

Develop an effective energy policy.

ASSESSMENT CRITERIA:

- 1.1 Key elements are identified, understood and explained as applicable to an effective energy policy.
Range: The key elements are: Trust, commitment, applicability, implementation and review.
- 1.2 The goals, objectives and targets are formulated towards an effective energy policy.
- 1.3 An effective energy policy is devised in terms of the organisation's corporate culture and management style.
- 1.4 The energy policy is ratified and the correct procedures followed in terms of the organisation's corporate culture and management style.
- 1.5 The energy management policy is implemented in terms of its key elements, goals, objectives and targets.
- 1.6 Performance is monitored in terms of the energy management action plan.

SPECIFIC OUTCOME 3:

Develop an organisational structure for energy management.

ASSESSMENT CRITERIA:

- 1.1 Energy management is understood and explained in terms of its impact on the whole organisation.
- 1.2 The energy management support/leadership structure is composed in terms of suitability and location within the organisation.
- 1.3 Tasks are assigned according to a roles and responsibilities matrix.
- 1.4 The system of good line management is understood and implemented in terms of accountability.

SPECIFIC OUTCOME 4:

Empower staff for effective energy management.

ASSESSMENT CRITERIA:

- 2.1 The working definitions of training and communications are understood and explained in the context of effective staff empowerment.

- 2.2 Communication initiatives are implemented in terms of these objectives.
Range: Objectives may include but is not limited to: Sell energy management and the champion, promote internal relations and promote external public relations.
- 2.3 Communication initiatives are identified and implemented in terms of strategies and communication tools.
- 2.4 Appropriate training and communication programs are planned in terms of the organisational environment.
- 2.5 Programs are introduced at all levels to empower staff through training and motivation.

ACCREDITATION AND MODERATION OPTIONS:

1. Anyone assessing a learner against this unit standard must be registered as an assessor with the relevant ETQA.
2. Any institution offering learning that will enable achievement of this unit standard must be accredited as a provider through the relevant ETQA.
3. Moderation of assessment will be overseen by the relevant ETQA according to the moderation guidelines in the relevant qualification and the agreed ETQA procedures

NOTES:

1. CRITICAL OUTCOMES

The following critical outcomes are addressed in this unit standard:

1. Identify and solve problems (Identify potential barriers and practical problems and solve them to enable the energy management policies to be implemented.)
2. Organise and manage oneself (Understand and manage the energy management program.)
3. Communicate (Motivate staff in support of energy management goals.)
4. Use science and technology (Use mass communication systems to inform and motivate staff.)
5. Understand the world as a set of related systems (Understand the global impact of the efficient use of energy in terms emission mitigation.)

2. ESSENTIAL EMBEDDED KNOWLEDGE

Knowledge that will help me understand and that I will be able to explain:

- An understanding of energy management principles.
- An understanding of corporate energy policy.
- An understanding of organisational structures.
- An understanding of communication strategies.
- An understanding of staff training objectives.

3. SUPPLEMENTARY INFORMATION:

SPECIFIED REQUIREMENTS include legal and legislative specific requirements and are contained in one or more of the following documents

- Relevant ISO Standards
- OSH Act
- Relevant SANS standards and codes
- South African Building Code
- Specifications, agreements, policies and procedures of the relevant organisation
- User manuals supplied by manufacturers

SUPPLEMENTARY READING

- Aspects of Energy Management, General Information Report 12, BRESCU, 1998.
- Food Practise Guide 112 – Monitoring & Targeting in Large Companies.

A ***glossary of terms*** about the terminology of
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Total hours required by the learner to achieve the required outcomes:

	Activity	Hours
	Classroom learning	7
	On-the-job learning	43
	Self directed learning	10
	Coaching required	10
	Other	
	TOTAL	70

CREDITS ACHIEVED: 7