

 50001Store

ISO 50001:2018

Employee Training Overview



Trainer Guide

Includes Trainer's Guide with speaker's notes



ISO 50001 EMPLOYEE TRAINING

"It is Everyone's Job to Conserve Energy"

©50001 Store 2018

Every employee in your company has an important role to play in the Energy Management System (EnMS).

You are participating in this training to learn the basics of this management system, and what it means to be ISO 50001 registered and how it will affect your job.

SECTION 1 - FUNDAMENTALS

- Who is ISO?
- What is a Management System?
- P-D-C-A Continual Improvement Cycle
- Process approach
- Risk-Based Thinking

©50001 Store 2018

Let's start with some fundamentals.

WHAT IS PDCA?

P-D-C-A is applied in ISO 50001

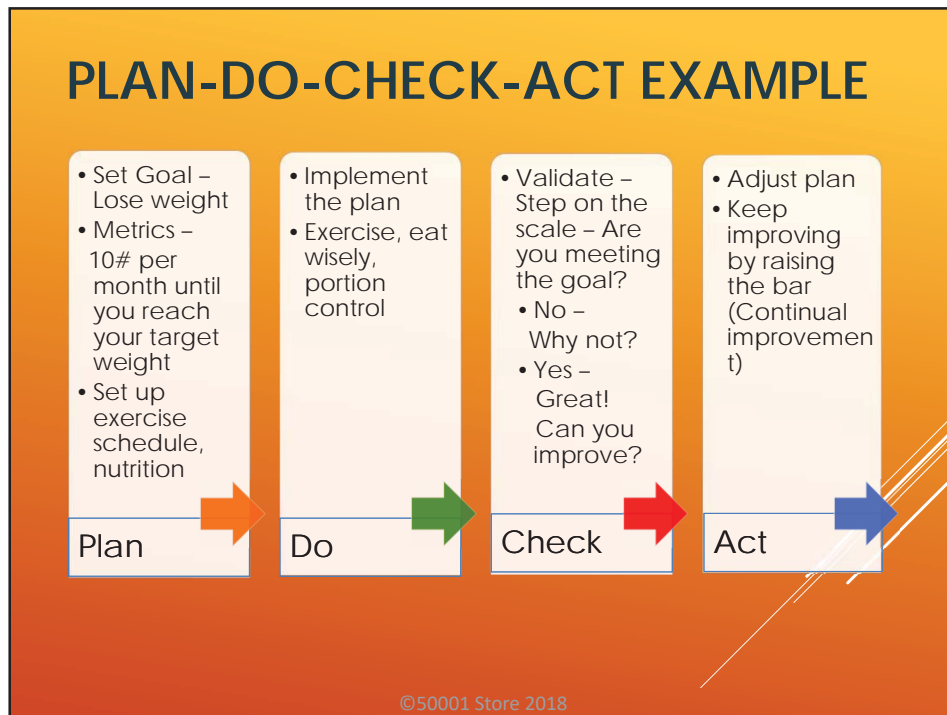


The Plan-Do-Check-Act Cycle – An Approach for
Continual Improvement

©50001 Store 2018

ISO management systems use some common formats to keep them simple.
One is the Plan-Do-Check-Act (P-D-C-A), a continual improvement approach.

PLAN-DO-CHECK-ACT EXAMPLE



You could consider a diet an example of a “Nutritional Management System”.

This is basic, common sense, put into practice.

In this example, there are very common ideas for each of the Plan Do Check Act components.

Sometimes the best solutions are not too complicated, and much more likely to be effective if you have a structured plan in place.

Continual improvement keeps your momentum going and helps you improve your goal.

If you don't improve, you may stop putting in the effort and will ultimately fall backwards.

Student Guide included with space for notes

50001Store

ISO 50001 EMPLOYEE TRAINING

"It is Everyone's Job to Conserve Energy"

©50001 Store 2018

1

TOPICS COVERED

1. Fundamentals	2. Basics of an EnMS and ISO 50001	3. Establishing your EnMS	4. Managing the ISO 50001 EnMS
<ul style="list-style-type: none">• Who is ISO?• What is a Management System?• Plan Do Check Act• Process approach• Risk Based Thinking	<ul style="list-style-type: none">• What is EnMS?• What is ISO 50001?• Benefits of certification• ISO 50001 registration	<ul style="list-style-type: none">• Action to address risks and opportunities• Legal requirements• Objective, energy targets and programs• Requirements	<ul style="list-style-type: none">• Key elements of an ISO 50001 EnMS

©50001 Store 2018

2

SECTION 1 - FUNDAMENTALS

- Who is ISO?
- What is a Management System?
- P-D-C-A Continual Improvement Cycle
- Process approach
- Risk-Based Thinking

©50001 Store 2018

3

Four quizzes included

Name _____

Quiz 2

1. ISO 50001:2018 is a national standard put together by the ASQC
 - a. True, b. False
2. Benefits of implementation include
 - a. Market recognition / expansion
 - b. Improved communication
 - c. Financial return on investment / improved operating margins
 - d. Clearly defined operational process requirements
 - f. All of the above
3. Each employee should understand their own roles and responsibilities within the EnMS.
 - a. True; b. False
4. Within the 7 clauses of ISO 50001:2018 there are over 20 elements that are required to be met.
 - a. True; b. False
5. Only management personnel are involved in a third-party audit by a registrar.
 - a. True; b. False
6. Prior to a registration audit, it is necessary to run the ISO-based EnMS for a minimum period of:
 - a. One year
 - b. Six months
 - c. Three months
 - d. Two weeks