TUS

Ollscoil Teicneolaíochta na Sionainne:
Lár Tíre, An tIarthar Láir

Technological University of the Shannon:
Midlands Midwest

Energy Policy

VERSION 1.0 June 2025

POLICY CATEGORY: Facilities & Estates

Document Control Summary:

Version Number/ Revision Number	Revision Date	Summary of Changes	Changes marked
1.0	17th May 2025	Definition list supplemented and ISO 50001 requirements updated	Yes

Consultation History:

Version Number/ Revision Number	Consultation Date	Names of Parties in Consultation	Summary of Changes
1.0	17th May to 16th June	Estates managers; ABOs; Estates Teams	Objectives updated

Development and Approval Log:

Responsible for:	Title
Policy Developer:	Sustainability & Energy Officers
Policy Owner:	Facilities & Estates Managers
Recommended by:	Vice President Campus Services & Capital Development and SEAI Energy Audit team
Approving Authority:	TUS Energy Team (Policy Review committee)
Reference Documents:	ISO 50001 – 5.2 Energy Policy

Approval Log:

Version	Approved By:	Date	Approval Level
1.0	Policy Review Committee – TUS Energy Team	18th June 2025	2

This Policy was approved by Energy Team. It shall be reviewed and, as necessary, amended by the University annually. All amendments shall be recorded on the revision history section above.

Date Approved: **18th June 2025**	Date Policy to take effect: **1st July 2025**

Review Timeframe:

Version	Next Review Date:
1.1	1st June 2026

Document Location:

Website – Estates Policies and Procedures - TUS	✓
Website – Staff Hub - TUS	✓
Website – Student Hub - TUS	✓
Other: - Prominent signage location in TUS main buildings	✓

Table of Contents

1. Policy Introduction

This policy will set out the University approach to management of energy through its entire estate and to provide a framework for setting and reviewing objectives and energy targets as defined in Ireland's Climate Action Plan an in the TUS climate action roadmap.

2. Purpose of Policy

The Purpose of this policy is to provide a framework for setting and reviewing objectives and energy targets as defined in Ireland's Climate Action Plan and ensure that TUS will satisfy the applicable legal and other requirements to improve the energy performance including energy efficiency, energy consumption, energy use and carbon emissions.

3. Definitions

ISO	International Organisation for Standardisation
EPBD	Energy Performance of Building Directive
EED	Energy Efficient Design
EPO	Energy Performance Officer
ABO	Assistant Building Officer
EMS	Energy Management System
EnPIs	Energy Performance Indicators
EnMS	Energy Management System
SEU	Significant Energy User
CAP	Climate Action Plan
CAR	Climate Action Roadmap
CAM	Climate Action Mandate
M&R	Monitoring and Reporting
M&V	Measurement and Verification
CSC	Climate and Sustainability Champion
GPP	Green Public Procurement
GtT	Gap to Target Tool
PRC	Policy Review Committee
USC	University Sustainability Committee

4. Scope

The Energy Policy applies to all parts of the TUS Estate and campuses.

5. Roles and Responsibilities

The Energy Team will have responsibility for the oversight and roll out of the Policy. The Facilities and Estates Managers and the relevant Estate teams (Midlands & Midwest Campuses) will have operational responsibility for the implementation of the policy.

6. Policy Statement

The Technological University of the Shannon (TUS) is committed to continuous energy performance improvement to enhance the environment of the University Community in which we work, teach and carry out research. TUS will provide senior level commitment, an appropriate management structure and cost-effective resources to achieve these objectives.

The following are the objectives of this Policy:

- To reduce the consumption of fossil fuels and utilise energy from sustainable sources.
- To enable continual improvements of energy performance and the energy management system that complies with ISO 50001: The International Energy Management Standard.
- To satisfy the applicable legal and other requirements to improve the energy performance including energy efficiency, energy consumption, energy use and carbon emissions.
- To ensure that there is availability of information to support the case for the necessary resources to achieve agreed objectives and energy targets including feasibility studies, additional metering and associated capital investment.
- To support a green procurement process and the services that impact energy performance of the organisation.

- To promote energy awareness amongst staff, students and the wider campus community across all campuses.
- To provide a framework for setting and reviewing objectives and energy targets as defined in Ireland's Climate Action Plan.
- To implement Energy Efficient Design into both new and refurbished buildings in accordance with relevant standards and requirements.

7. Policy Compliance / Monitoring and Review

The Policy will be reviewed annually. Annual workplan which will be overseen by the energy management team and will be in support of the actions and objectives in the climate action roadmap. The Energy team will report to the Estates & Operations subcommittee of the University sustainability structures. The progress of the Energy Team will also be subject to audit as part of the ISO 50001 accreditation review and approval process.

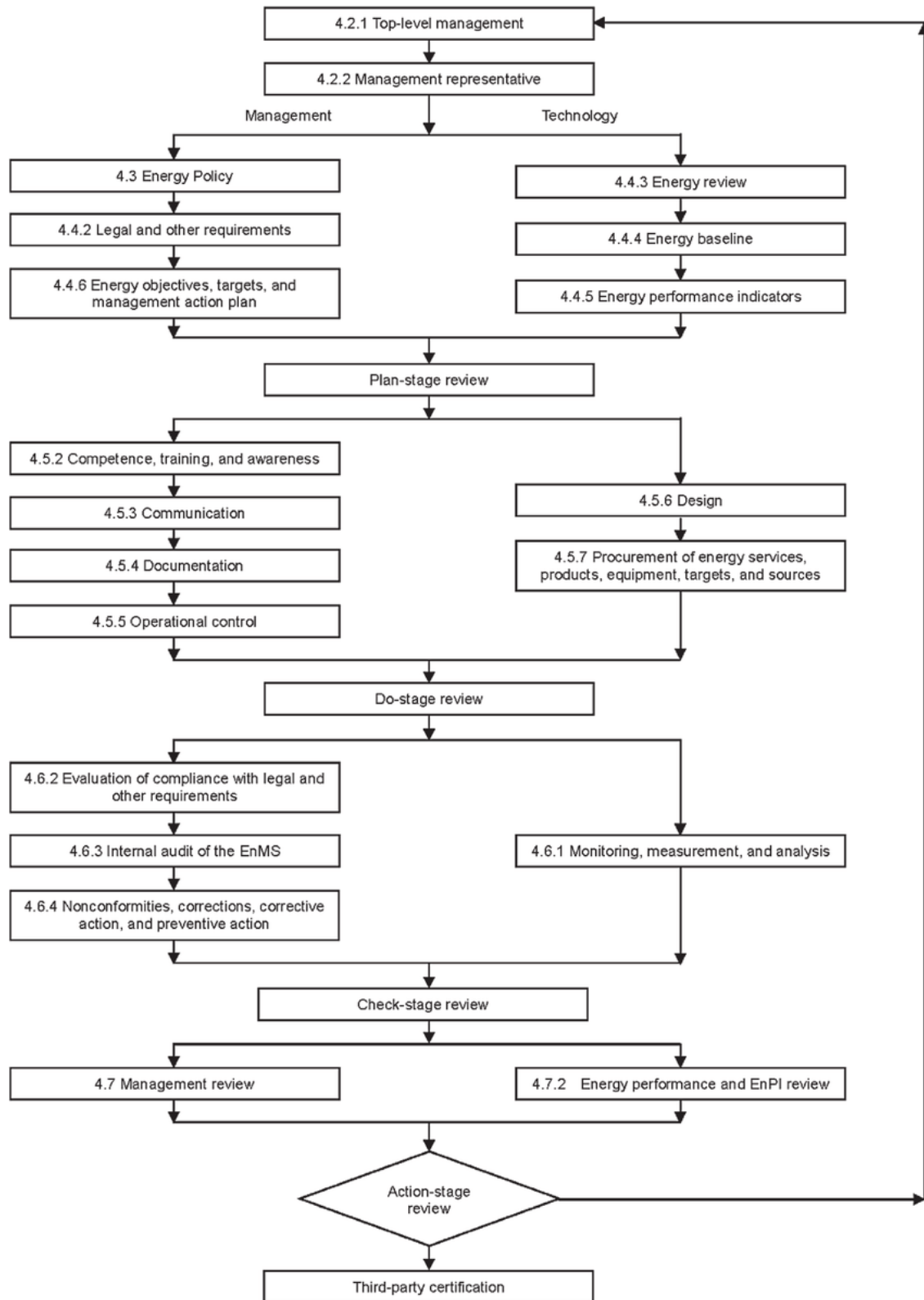## Appendix A – Energy Management System (EnMS)

Figure 1: Flowchart - Interaction of key processes.

Appendix B - ISO 50001 Energy Policy Requirements

5.2 Energy policy

Top management shall establish an energy policy that:

a)   is appropriate to the purpose of the organization;

b)   provides a framework for setting and reviewing objectives and energy targets (see 6.2);

c)   includes a commitment to ensure the availability of information and necessary resources to achieve objectives and energy targets;

d)   includes a commitment to satisfy applicable legal requirements and other requirements (see 4.2) related to energy efficiency, energy use and energy consumption;

e)   includes a commitment to continual improvement (see 10.2) of energy performance and the EnMS;

f)   supports the procurement (see 8.3) of energy efficient products and services that impact energy performance;

g)   supports design (see 8.2) activities that consider energy performance improvement.

The energy policy shall:

—   be available as documented information (see 7.5);

—   be communicated within the organization;

—   be available to interested parties, as appropriate;

—   be periodically reviewed and updated as necessary.

Appendix C – Implementation and Communication Plan

Please complete the relevant information below:

STAKEHOLDERS: *(identify all stakeholders)*

University Sustainability Committee (USC)

Energy Team (PRC members)

PUBLICATION:

The energy policy will be published through the following channels: TUS Website, Social Media, Staff and Constructor Induction Training, Students Union, QR code link displayed in prominent buildings.

COMMUNICATION:

Staff and Constructor Induction Training, Newsletter, Social Media.

Performance updated communicated through the Energy Teams meetings to key stakeholders and also via quarterly updates to the University Sustainability Committee.

MONITOR AND REVIEW (Policy Unit):

The policy will be monitored and reviewed annually, and any updated will be provided by the aforementioned means of communication.

TIMEFRAME FOR ACTIONS:

Publication: July 2025

Information/Training: Q3 and Q4 2025

Appendix D – Development and Consultation Plan

For New Policies and Policies under review

Policy Identification and logging Process – ✓ tick all relevant boxes

1. Need determined by (Please explain need in the relevant section):

    ☐ ✓ a. Policy gap identified via consultation, report, or issue.

    ☐ ✓ b. Legislative change / Status change

    ☐ c. Policy issues log in existing policy

☐ ✓ **2.** Approving Authority notified.

☐ ✓ **3.** Policy added to Policy List (Policy Unit)

☐ ✓ **4.** Policy Level Rationale included

Drafting and Development– tick all relevant boxes

☐ ✓ **5.** Policy Unit notification and consultation

☐ ✓ **6**. Existing Best Practice, Education, Industry, general reviewed

    7. Stakeholders identified

    ☐ ✓ a. Staff

    ☐ b. Student

    ☐ ✓ c. Other (Please explain)

> *ISO 50001 Accelerator Programme Mentorship*
>
> *Energy Performance Officer (EPO)*

☐ ✓ **8.** Consultation mechanisms and plan in place for stakeholders (Please explain)

> Policy document consultation undertaken by the Energy Team

☐ ✓ **9.** Policy Review Committee identified and invited

> *Energy Team identified as appropriate policy review committee in keeping*
> *with the requirements of level 2 policy approval*

☐ ✓ **10.** Policy Draft created

☐ ✓ **11.** Filename protocol applied

☐ ✓ **12.** Policy template used

☐ ✓ **13.** Policy Review Committee Meetings scheduled

Consultation – tick all relevant boxes

☐ ✓ **14.** Consultation plan – stakeholders identified

☐ ✓ **15.** Stakeholders consulted (Please provide details)

> Draft policy was reviewed initially with ISO 50001 mentor & Energy
> Performance Officer to prior to progressing to policy review committee
> meeting.
>
> PRC members reviewed and provided comments prior to issuing to TUS
> Corporate Policy Unit

☐ ✓ **16.** Feedback incorporated

☐ ✓ **17.** Final Policy draft created

Approval – tick all relevant boxes

☐ ✓ **18.** Processed through Approving Authority process

☐ ✓ **19.** Feedback and revision completed

☐ ✓ **20.** Version number; issue log history, and approval date recorded / amended

☐ ✓ **21.** Changed from draft to approved

Implementation and Communication– tick all relevant boxes

☐ ✓ **22.** Implementation and Communication plan (Appendix B) and timeline submitted

☐ **23.** Published on relevant section of Internet / Intranet, email circulation, noticeboards

☐ ✓ **24.** Information sessions required / organised.

☐ **25.** Managers advised of policy / procedural changes.

Monitoring, Maintenance and Review – tick all relevant.

☐ ✓ **26.** Filed and marked for review

☐ **27.** Monitor procedural documents

☐ ✓ **28.** Policy issue log maintained and updated