

ENERGY AWARENESS PLAN

One Earth Food Group - Plant 1 Awareness

Awareness Venue	Target Date	Actual Date	Frequency	Facilitator	Audience	Message	Tools & Resources	Success Metric	Activities
<i>Energy Information Board/Monitor</i>	10/01/09	11/01/09	Energy Information-Daily	Justin Aldrich	Plant Employees	Plant energy goal 5.5% Improvement of baseline kWh/1,000,000#'s of product, Daily energy spending variance, Energy issues and action items, General awareness topics from toolbox cards	Company dashboard info, tool box cards, energy posters, energy variance report	Employee awareness through update of information board and monitor in the lunch room	Assign Energy Information Board Champion (Energy team member?), to insure board is maintained and evaluate message received.
<i>Production/Quality/Maintenance Meeting</i>	09/01/09	09/01/09	Daily	Production Manager		Daily energy usage variance review, items to resolve, general leadership awareness	Tool box cards, energy variance report, energy dashboard	Energy usage reduced, action items completed, non-recurring events	Integrate energy efficiency information into meeting agenda
<i>Monthly Safety Shift Meeting</i>	10/01/09	10/01/09	Required Monthly	Shift Manager, Safety Specialist	All Canning Line Employees	Review energy dashboard	Energy Team, Tool Box cards, daily energy data	Energy message in at least 10 of 12 monthly safety meetings	Assign Energy Information Champion to prepare monthly energy topics (possibly rotate energy team member)
<i>Daily Dashboard</i>	09/01/09	09/01/09	Daily	Production Manager	Plant Staff	Energy usage/lbs produced	Plant energy productivity data	Improved energy productivity	
<i>Employee Training</i>	09/01/09	09/01/09	New Employee Orientation/Operator Training	Training Specialist	New Employee	Awareness of company energy policy	Tool Box cards, Energy Policy	Level of awareness and enrollment in energy efficiency	Introducing new hires to company energy policy and energy conservation initiatives

Awareness Venue	Target Date	Actual Date	Frequency	Facilitator	Audience	Message	Tools & Resources	Success Metric	Activities
<i>Energy Team</i>	09/01/09	09/01/09	Monthly	Energy Champion	Energy Team	Month and YTD Energy KPI, Energy Team Presentations, Energy Projects, occasional utility presentations	Plant Employees	1) Energy dollars contributed by the awareness program, 2) Number of leaks repaired and energy savings, 3) Employee survey results on awareness impact, 4) Level of energy team ownership of awareness program, 5) Documenting Plant specific changes that resulted in savings capital and non-capital, 6) Energy intensity actual vs. goal	1) Review and revise Energy Team vision and mission statement to include commitment to energy awareness and identify the results expected from the energy awareness program, 2) Empower energy team members to champion energy efficiency in their work groups, 3) Assign awareness responsibilities, 4) Determine process of evaluating awareness programs effectiveness, 5) Post meeting notes
<i>Startup/ Operational Readiness Inspection</i>	12/01/09		At extended downtime	Safety Specialist/QA Manager	Plant Staff	1) Assure that unneeded equipment is turned off, using an SOP, 2) Leak Tag Audit	1)SOPs developed for area's of major consumers, 2) Leak Tag Program, 3) Start up/shut down checklist	1) Walk through during shutdown and audit status vs. SOP, 2) Track the amount of leaks detected and corrected via leak tag program	
<i>Shutdown SOP Audit</i>	01/01/10		At extended downtime	Shift Manager for shut down shift	All Employees	1) Assure that unneeded equipment is turned off, using an SOP	1) SOPs developed for area's of major consumers, 2) Leak Tag Program, 3) Start up/shut down checklist	1) Walk through during shutdown and audit status vs. SOP, 2) Track the amount of leaks detected and corrected via leak tag program	
<i>Unit Director Meeting</i>	10/01/09	12/01/09	Every other week	Unit Director	Department Managers	1) Agenda of Energy Conservation, 2) Specific Activities by department, 3) Energy Team Update	1) EnVINTA Action Items, 2) Incentivized Projects Update, 3) Energy Capital Projects, 4) Energy Awareness Update		

Awareness Venue	Target Date	Actual Date	Frequency	Facilitator	Audience	Message	Tools & Resources	Success Metric	Activities
<i>Newsletter</i>	09/01/09	09/01/09	Monthly	Training Specialist	Plant Employees	Energy Conservation is important at home as well as work. Cost's are forecast to continue to escalate and there are many "little" things to manage.	1) Toolbox cards 2) Plant metrics 3) Internet 4) Employee recognition 5) Energy team communication utility could supply a "guest column" with home energy consumption	Annual review of newsletters quantifying frequency of the editions and energy subjects	1) Assign a different energy team member with a specific month to be editor of the energy message, 2) Tool box topic predetermined, 3) Solicited utility for energy tip section
<i>Employee Recognition</i>	01/01/10		Monthly	Energy Champion	Plant Employees	Employee ideas and involvement to the ensure success and sustainability of the program	1) Signage, 2) Posters, 3) Newsletter, 4) Monthly meetings, 5) Award (i.e. dinner, gift certificate, spin of wheel)		
<i>Employee Relations Committee</i>	09/01/09	09/01/09	Monthly	HR Manager	Volunteer Hourly	Tool to get ideas from plant employees. This team could be a resource for Energy Team to visit and get feedback on how Energy Efficiency is going and how to improve the communication.	Employee ideas	Continuous feedback from plant employees on energy conservation	

EXAMPLE