



LONDONDERRY PORT CORPORATE ENERGY POLICY

This document is in three parts.

Part one is a summary **statement of intent**, which outlines the Port's commitment to provide a successful energy management programme.

Part two designates the **organisation** required to implement the policy.

Part three includes the detailed **arrangements** made by the Port to manage Energy.

PART ONE

PORT ENERGY MANAGEMENT POLICY STATEMENT

The Londonderry Port and Harbour Commissioners are corporately committed to continual improvements in energy efficiency, finding ways of reducing the Port's energy consumption and carbon dioxide, CO², emissions to the lowest practical levels, whilst maintaining the required operational needs of the organisation. It is therefore the policy of the Port to:

1. Maintain a clear responsibility structure for the management of efficient energy consumption led by the Port Engineer (see Part 2 ORGANISATION).
2. Establish and maintain systematic procedures for monitoring and targeting energy consumption with a planned approach to the improvement of overall energy performance.
3. Commit to the continual development of control mechanisms, ensuring that the correct operating and maintenance procedures of all plant and equipment focus on the reduction of energy consumption and CO² reductions.
4. Develop staff awareness and provide training programmes that emphasise the benefits of energy efficiency and where practicable develop staff incentive schemes to encourage active involvement.
5. Commit to worthwhile and cost-effective energy efficiency projects. Where appropriate, energy efficiency measures will be incorporated into new services, buildings, products, and when property is being refurbished or renovated.
6. Develop relationships with the Port's contractors and suppliers. Communicate the Port's Energy Policy and work to find ways to ensure that energy efficiency is considered in all activities where energy consumption may have a bearing.
7. Place emphasis on fuel purchasing and the provision of best value tariffs whilst considering the most appropriate fuels (fuel/energy derived from sustainable sources).
8. Maintain the Port's commitment to energy efficiency and external accreditation for energy efficiency through EN ISO 14001:1996.
9. Review the Energy Policy annually with the board and revise objectives and targets to ensure a process of continual improvement.
10. Undertake an annual management review of the Policy to ensure it remains relevant and up to date. Recommendations from the Port Engineer to be submitted to the Executive Team.

11. Maintain an adequate energy budget so that standard's of control are upheld in compliance with BS EN ISO 14001.

PART TWO

ORGANISATION

2. Management

2.1 Chief Executive

- 2.1.1 The Chief Executive has the overall responsibility to ensure that the Corporate Energy Policy is effectively applied.
- 2.1.2 So far as is reasonably practicable, the Chief Executive will ensure that all employees, contractors and other visitors fulfil their obligations in the implementation of the Corporate Energy Policy.
- 2.1.3 The Commissioners will receive reports and recommendations from the Health, Safety and Environmental Officer on matters concerning energy management issues.
- 2.1.4 The Chief Executive will be assisted, advised and, where appropriate, represented by the Port Engineer on issues of energy management and sustainable development.

2.2 Port Engineer

The Port Engineer will act for the Chief Executive on all matters concerning Energy Management.

2.3 Health, Safety and Environmental Officer

The Health, Safety and Environmental Officer will:

- 2.3.1 Formulate and provide Energy Policy, codes of practice and guidance documents relating to matters of energy management, conservation and sustainable development.
- 2.3.2 Advise on, and ensure the Port has adequate systems in place to ensure good energy management practices are upheld.
- 2.3.3 Advise on all aspects of energy management and conservation in the design and use of buildings, plant and equipment.
- 2.3.4 Carry out reviews to monitor departmental attitudes and general practices in terms of energy management, and offer advice, training and technical solutions for improvement.
- 2.3.5 Report regularly to the Port Engineer on issues of budget and progress.
- 2.3.6 Maintain contact with energy efficiency agencies and professional bodies, keep up to date with current technologies, practices, and current and impending legislation.

2.4 Executive Team

The Executive Team is responsible to the Chief Executive for implementing the aims of the Corporate Energy Policy within their areas of responsibility.

2.5 Team Leaders/Supervisors

To ensure that their area is aware of Port policy and to ensure that as far as practicable energy use is managed responsibly.

3. All Employees of Londonderry Port and Harbour Commissioners

3.1 All employees are required to understand and comply with the Port's Corporate Energy Policy. In particular they are responsible for:

3.1.1 Co-operating with Port management so as to enable it's responsibilities under the Port's policies to be enacted.

3.1.2 Ensuring at all times the responsible use of energy

3.1.3 Ensuring that at all times full use is made of energy saving devices (i.e. PC, Printer/Copier power management systems).

3.1.4 Reporting to their line manager areas of high energy usage, and make suggestions where possible savings could be made.

3.1.5 At all times setting a good example of good energy efficiency practices and awareness to visitors.

4. Contractors and Visitors

4.1 All contractors and visitors are required to co-operate fully in achieving the aims and objectives of the Corporate Energy Policy

4.2 Staff who arrange for or permit the presence of contractors on Port premises are responsible for ensuring that such contractors are made aware of the Port's Corporate Energy Policy.

External Guides and Initiatives –

The Standards for Managing Energy (The Carbon Trust – Energy Efficiency Best Practice Programme)
Energy Efficiency in Buildings CIBSE Guide

Further procedures may be added and implemented under the Port's Environmental Management System in compliance with BS EN ISO 14001:1996.