



**United Nations Industrial Development Organization
Ministry of Environment of the Republic of Moldova**

Project “Reducing Greenhouse Gas Emissions through Improved Energy Efficiency in the Industrial Sector in Moldova”

UNIDO Energy Management - 2 day training plan

ID	Topic	Duration (hours)	Break duration	Start Time	End Time
	Registration		0.25	9:00	9:15
	Introductions	0.25		9:15	9:30
	Why are we here?	0.5		9:30	10:00
	Overview of whole system	0.5		10:00	10:30
	Project management - EnMS implementation	0.5		10:30	11:00
	Break		0.25	11:00	11:15
	Management commitment	0.25		11:15	11:30
	Policy	0.25		11:30	11:45
	Develop energy information and plans inc tools	1.75		10:45	13:30
	Lunch		0.75	13:30	14:15
	Q&A - planning	0.25		14:15	14:30
	Interactive session - management commitment	0.5		14:30	15:00
	Energy Metrics	0.75		15:00	15:45
	Financial appraisal of opportunities inc tool	0.5		15:45	16:15
	Break		0.25	16:15	16:30
	Day to day operations inc tools	1.25		16:30	17:45
	Day 1 End			17:45	
DAY 2					
	Complete day to day operations inc tools and Q&A	0.75		8:30	9:15
	Checking - part 1	0.75		9:15	10:00
	Break		0.25	10:00	10:15
	Checking - part 2 inc tools	0.75		10:15	11:00
	Q&A - checking	0.25		11:00	11:15
	Management Review	0.5		11:15	11:45
	Integration with other MSs	0.25		11:45	12:00
	Review use of tools, case studies, and online tools, describe afternoon activities	0.5		12:00	12:30
	Lunch		0.75	12:30	13:15
	Interactive session - energy information and plans	0.75		13:15	14:00
	Workshop - planning, operating and checking	1.25		14:00	15:15
	Break		0.25	15:15	15:30
	Review workshop results	0.75		15:30	16:15
	Close out inc feedback form	0.5		16:15	16:45
	Next Steps	0.25		16:45	17:00
	Day 2 End			17:00	
Training time total		14.5	hours		