**Draft Project Plan for the CEN Workshop on “A Methodology for the implementation of an Energy Management and Sustainable Manufacturing (EMSM) Project in factories”**

**Requests to participate in the Workshop and/or comments on the project plan are to be submitted by 2024-05-24 to mafernandez@une.org[[1]](#footnote-1)**

Recipients of this project plan are kindly requested to name all patent rights known to them to be relevant to the Workshop and to make available all supporting documents.

**Madrid, 2024-04-12 (Version 1.0)**

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Summary

This WS pretends to develop a CWA that can provide factories in industrial organizations with a methodology for demonstrating their improvement in energy management and sustainable manufacturing performance to relevant stakeholders. The CWA will provide guidance on useful Key Performance Indicators for that purpose.

The CWA may be subject of conformity assessment.

# Status of the Project Plan

**Draft Project Plan** for public commenting (Version 1.0).

This draft Project Plan is intended to inform the public of a new Workshop. Any interested party can take part in this Workshop and/or comment on this draft Project Plan. Please send any requests to participate or comments by e-mail to **mafernandez@une.org**

All those who have applied for participation or have commented on the Project Plan by the deadline will be invited to the kick-off meeting of the Workshop on **2024-05-27.**

An Approved Project Plan for CWA development will be adopted at the kick-off meeting of the Workshop.

# Workshop proposer and Workshop participants

## Workshop proposer

|  |  |
| --- | --- |
| **Person or organisation** | **Short description and interest in the subject** |
| CARTIF (On behalf of ECOFACT Project Consortium)  Project Coordinator  Email: framor@cartif.es  Phone: + 34 983 546 504  Webpage: https://www.cartif.es | CARTIF is a horizontal, private and non-profit Research Institution, whose main mission is providing innovative solutions to the industry to enhance their processes, systems and products, improving their competitiveness and creating new business opportunities.  CARTIF acts as Coordinator of the European Project ECO-innovative Energy FACTory Management System based on enhanced LCA and LCCA towards resource-efficient manufacturing (ECOFACT). European Horizon 2020 Research and Innovation Programme under Grant Agreement Nº 958373.  Publishing a CEN Workshop Agreement (CWA) is a way of sharing and disseminating the work done in ECOFACT Project providing a model for an Energy Management and Sustainable Manufacturing (EMSM) Project and compiling and selecting Key Performance Indicators not only in the sectors considered in the project, but in any factory of an industrial organization.  Besides, by developing a CWA, the work done by ECOFACT can be enriched with the contribution of other stakeholders, specially European factories.  The purpose of the CWA is to provide factories with a methodology for demonstrating their improvement in energy management and sustainable manufacturing performance to relevant stakeholders. The CWA will provide guidance on useful Key Performance Indicators for that purpose.  It may be used to conformity assessment purposes. |

## Other potential participants

This CWA will be developed in a Workshop (temporary body) that is open to any interested party. The participation of other experts would be helpful and is desired.

ECOFACT Project partners have been invited to join the WS:

Fundación CARTIF, RINA Consulting, Fondazione LINKS, Centre for Research and Technology Hellas, Fundación CIRCE, Schneider Electric S.p.A, One Team Srl, PRé Sustainability, Irish Manufacturing Research, Fraunhofer IPT and Fraunhofer IWU, Asociación Española de Normalización, AENOR, WINGS ICT Solutions, Athenian Brewery S.A., ARÇELIK A.S., TOFAŞ Türk Otomobil Fabrikası A.Ş., GULLÓN, Competence Industry Manufacturing 4.0, Smarkia Energy S.L, VEOLIA Servicios LECAM S.A.U.

Invitation to the kick-off meeting will be circulated to the following European Projects funded by Horizon 2020 and grouped together under the call DT-FOF-09-2020 - Energy-efficient manufacturing system management:

* “Digital Intelligence for Collaborative energy management in manufacturing” (DENIM) under Grant Agreement Nº 958339.
* “Energy Efficient Manufacturing System Management” (ENERMAN) under Grant Agreement n° 958478.
* “Life-cycle optimization of industrial energy efficiency” by a distributed control and decisionmaking automation platform (E2COMATION) under Grant Agreement N° 958410.

Invitation will also be addressed to Digitally-enabled “FLEXible Industries for reliable energy grids under high”.

UNE, who participates in ECOFACT Project as the partner responsible for standardization activities, will provide the Workshop Secretariat.

Participation in the Workshop is open to all interested stakeholders, and the opportunity to participate will be widely advertised in advance by its proposers and by CEN and its member bodies.

Simultaneously, CEN will make the CWA Project Plan “available issuing the call for comments and participation through the CEN webpage.

## Participants at the kick-off meeting

Participants in the WS will have to proceed with the formal step of signing up to the kick-off.

The approved Project Plan will indicate a list all participants at the kick-off meeting who have adopted the Project Plan.

# Workshop objectives and scope

## Background

## WS is created for the development of a CWA on “Requirements for a Methodology for the implementation of an Energy Management and Sustainable Manufacturing (EMSM) Project in factories of industrial organizations."

## Efficient management and the use of limited resources is one of our society’s goals. Achieving a safe, reliable, economical and environmentally friendly supply of resources implies the efficient use of available resources to increase the competitiveness and efficiency of the industry.

## Current energy and environmental policy pursue three main objectives: to ensure security of supply (through energy savings and diversification of sources), to increase the competitiveness of economies, to promote sustainability and to fight climate change.

## The intended CWA will provide a tool to help factories show their achievements regarding sustainability performance.

## The intended CWA will take as a basis the work done in ECOFACT Project.

## ECOFACT Project aims at enabling manufacturing industries to optimize the energy performance of their production systems in line with their relevant production constraints (time and resources), while at the same time introducing a novel green marketing approach through the concept of energy and environmental signature of the manufactured products from a life-cycle perspective. This will be achieved through the development of an TRL 7 an ECO-innovative Energy FACTory Management platform based on improved dynamic LCA and LCCA towards holistic manufacturing sustainability.

## Within the Project a range of Key Performance Indicators (KPI) to be used as a tool for the evaluation of sustainability in manufacturing and the monitoring of improvements achieved over time have been identified. These indicators have been selected from different sources of information ranging from academic and industry reports or sectoral analysis to standards that include the energy, environmental, and resource management. The most important and most widely applicable ones have been chosen from the work done in ECOFACT for this CWA.

## Within ECOFACT a certification model for the promotion of holistic sustainable manufacturing management in EU industry has also been developed. This model is “A Methodology for the implementation of an Energy Management and Sustainable Manufacturing (EMSM) Project in factories.” It´s now being taken as basis for the proposed CWA. The model integrates the indicators indicated above.

## The CWA will be a way of disseminating the results in ECOFACT Project, of sharing with other industries a certifiable and simple to implement model for sustainability performance in factories. The model is compatible with the implementation of ISO management systems and can benefit form them.

## It will provide the industries with a tool for implementing and measure sustainability improvements and for communicating them. It will benefit the industrial organization with its stakeholders: workers, clients, investors, public bodies, society.

## The model established in the CWA may be used by any European factory regardless its size, location, activity, sector.

## Scope

The planned CEN Workshop Agreement specifies the requirements for A Methodology for the implementation of an Energy Management and Sustainable Manufacturing (EMSM) Project in factories of industrial organizations.

This document is applicable to any EMSM Project implemented by any industrial organization, regardless of its activity.

## Related activities

The scope of the CWA is related to energy management and sustainable manufacturing; therefore, it is related to some standardization activities. The following standards have been identified as related to the CWA:

* EN 17267:2019 Energy measurement and monitoring plan. Design and implementation.
* EN 16231:2012, Energy efficiency benchmarking methodology
* EN 16325:2013+A1:2015. Guarantees of Origin related to energy. Guarantees of Origin for Electricity.
* EN 16247-3:2022 Energy audits - Part 3: Processes

They have been developed by CEN/CLC/JTC 14 “Energy management and energy efficiency in the framework of energy transition”.

CEN/CLC/JTC 14 “Energy management and energy efficiency in the framework of energy transition” is aware of the proposed WS and CWA within this Project Plan as the coordinator and standardization partners of ECOFACT Project (now, respectively, Proposer and Secretary of the WS) attended CEN/CLC/JTC 14 meeting on 28th November 2023 to present their objectives. During the meeting CEN/CLC/JTC 14 showed interest and asked to be informed on the progress.

“CEN-CENELEC Sector Forum on Energy Management and Transition” and “CEN-CENELEC Strategic Advisory Body on Environment (SABE)” have also been informed on the intended WS and CWA.

# Workshop programme

## General

The kick-off meeting is planned to take place on the 27th May). It will be an on-line meeting. A draft for public commenting will be published for 30 days.

The language to be used during the Workshop is English. The CWA will be drafted and published in English.

The estimated duration of this workshop is 8 months. During the Workshop lifetime, two meetings are foreseen (kick-off and one WS meeting), during which the content of the CWA will be presented, discussed and approved.. All of them will be on-line meetings. However, the final number of meetings will depend on the works progress.

## Workshop schedule

This section should list specifies the timescale for the proposed CWA (see Table 1).

The following project schedule is for orientation only and is to be modified as the Workshop progresses.

Table 1: Workshop schedule (preliminary)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Initiation** | | | | | | | | |
| 1. Proposal form submission | 4th week |  |  |  |  |  |  |  |
| 2. Project Plan development | March | 12/04/2024 |  |  |  |  |  |  |
| 3. Open commenting period on draft project plan (mandatory) |  | 4th week | 1st,2nd, 3r week |  |  |  |  |  |
| **Opreation** | | | | | | | | |
| 4. Kick-off meeting |  |  | 27/05/2024 |  |  |  |  |  |
| 5. CWA(s) development |  |  |  |  |  |  |  |  |
| 5.1 Internal review of the draft CWA by WS members for comments |  |  |  | 1st, 2nd week |  |  |  |  |
| 5.2 Compilation of comments |  |  |  | 3rd week |  |  |  |  |
| 5.3 Preparation of answers to comments by Chair |  |  |  | 4th week | 1st week |  |  |  |
| 5.4 WS 2nd Plenary meeting for registered participants for discussion (on-line) (if necessary) |  |  |  |  | 3rd week |  |  |  |
| 6. Open commenting period on draft CWA(s) |  |  |  |  |  | 1st week | 1st week |  |
| 7. CWA(s) finalised and approved by Workshop participants |  |  |  |  |  |  | 3rd week |  |
| **Publication of CWA** | | | | | | | | |
| 8. CWA(s) publication |  |  |  |  |  |  |  | 3rd week |
| Dissemination |  |  |  |  |  |  |  | M8 |

# Resource planning

All costs related to the participation of interested parties in the Workshop’s activities have to be borne by themselves. There is no fee for registered participation in the Workshop.

The ECOFACTProject will contribute to the drafting of the CWA, providing text and comments, if necessary.

UNE will provide the Workshop Secretariat subject to formal approval of the Project Plan at the kick-off meeting. Secretariat costs will be covered by ECOFACT Project.

It´s intended that once the CWA is published, it will be available for free download by stakeholders in CEN´s website. UNE will make the proper arrangements for that.

# Workshop structure and rules of cooperation

## Participation in the Workshop

The Workshop will be constituted during the course of the kick-off meeting. By approving this Project Plan, the interested parties declare their willingness to participate in the Workshop and will be formally named as Workshop participants, with the associated rights and duties. Participants at the kick-off meeting who do not approve the Project Plan are not given the status of a Workshop participant and are thus excluded from further decisions made during the kick-off meeting and from any other decisions regarding the Workshop.

As a rule, the request to participate in the Workshop is closed once it is constituted. The current Workshop participants shall decide whether any additional members will be accepted or not.

Any new participant in the Workshop at a later date is decided on by the participants making up the Workshop at that time. It is particularly important to consider these aspects:

1. expansion would be conducive to shortening the duration of the Workshop or to avoiding or averting an impending delay in the planned duration of the Workshop;
2. the expansion would not result in the Workshop taking longer to complete;
3. the new Workshop participant would not address any new or complementary issues beyond the scope defined and approved in the Project Plan;
4. the new Workshop participant would bring complementary expertise into the Workshop in order to incorporate the latest scientific findings and state-of-the-art knowledge;
5. the new Workshop participant would actively participate in the drafting of the manuscript by submitting concrete, not abstract, proposals and contributions;
6. the new Workshop participant would ensure wider application of the CWA.

All Workshop participants who voted for the publication of the CWA or its draft will be named as authors in the European Foreword, including the organisations which they represent. All Workshop participants who voted against the publication of the CWA, or who have abstained, will not be named in the European Foreword.

## Workshop responsibilities

The Workshop Chair is responsible for content management and any decision-making and voting procedures. The Workshop Chair is supported by the Workshop Vice-Chair and the responsible Workshop secretariat, whereby the Workshop secretariat will always remain neutral regarding the content of the CWA(s). Furthermore, the Workshop secretariat shall ensure that CEN-CENELEC's rules of procedure, rules of presentation, and the principles governing the publication of CWA(s) have been observed. Should a Workshop Chair no longer be able to carry out her/his duties, the Workshop secretariat shall initiate the election of a new Workshop Chair. The list below covers the main tasks of the Workshop Chair. It is not intended to be exhaustive.

* Content related contact point for the Workshop;
* Presides at Workshop meetings;
* Ensures that the development of the CWA respects the principles and content of the adopted Project Plan;
* Manages the consensus building process, decides when the Workshop participants have reached agreement on the final CWA, on the basis of the comments received;
* Ensures due information exchange with the Workshop Secretariat;
* Represents the Workshop and its results to exterior.

The Workshop secretariat, provided by a CEN/CENELEC national member, is responsible for organising and leading the kick-off meeting, in consultation with the Workshop proposer. Further Workshop meetings and/or web conferences shall be organised by the Workshop secretariat in consultation with the Workshop Chair. The list below covers the main tasks of the Workshop secretariat. It is not intended to be exhaustive.

* Administrative and organisational contact point for the Workshop
* Ensures that the development of the CWA respects the principles and content of the adopted Project Plan and of the requirements of the CEN-CENELEC Guide 29
* Formally registers Workshop participants and maintains record of participating organisations and individuals
* Offers infrastructure and manage documents and their distribution through an electronic platform
* Prepares agenda and distribute information on meetings and meeting minutes as well as follow-up actions of the Workshop
* Initiates and manage CWA approval process upon decision by the Workshop Chair
* Interface with CEN-CENELEC Management Centre (CCMC) and Workshop Chair regarding strategic directions, problems arising, and external relationships
* Advises on CEN-CENELEC rules and bring any major problems encountered (if any) in the development of the CWA to the attention of CEN-CENELEC Management Centre (CCMC)
* Administrates the connection with relevant CEN or CENELEC/TCs

## Decision making process

Each Workshop participant is entitled to vote and has one vote. If an organisation sends several experts to the Workshop, that organisation has only one vote, regardless of how many Workshop participants it sends. Transferring voting rights to other Workshop participants is not permitted. During voting procedures, decisions are passed by simple majority; abstentions do not count.

If Workshop participants cannot be present in the meetings when the CWA or its draft is adopted, an alternative means of including them in the voting procedure shall be used.

# Dissemination and participation strategy



7.1 Proposal form submission

The Workshop proposal will be disseminated to the following relevant stakeholders and bodies for consultation:

Partners in the following projects:

* ECOFACT Project
* DENIM Project
* ENERMAN Project
* E2COMATION Project
* FLEXINDUSTRIES Project

Secretariat of the following technical standardization bodies:

* CEN/CLC/JTC 14 “Energy management and energy efficiency in the framework of energy transition.”
* CEN-CENELEC Sector Forum on Energy Management and Transition (A30SFEM)
* CEN-CENELEC Strategic Advisory Body on Environment (SABE)
* ISO/TC 301 " Energy management and energy savings "
* ISO/TC 207 " Environmental management "

7.2 Open commenting period on draft Project Plan

The Project Plan will be disseminated to the relevant stakeholders indicated in 7.1.

In addition to the CCMC website, the Project Plan and the date of the kick-off meeting will be advertised on ECOFACT Project, CARTIF, AENOR, UNE´s social networks to raise awareness. The rest of the partners in ECOFACT Project will be encouraged to also used their social networks for dissemination purposes.

The WS secretariat will be coordinated with the dissemination and communication partner in ECOFACT for the promotion of the published CWA through ECOFACT webpage, social media, periodic Newsletter and others.

Interested parties are requested to contribute either through commenting of the Project Plan (short term) or through Workshop participation (long term).

7.3 Open commenting period on draft CWA

In addition to the CCMC website, the draft CWA will be advertised on the social networks in 7.2.

Collaboration to raise awareness will be asked to all the participants in the WS.

Interested parties are requested to contribute through commenting of the draft CWA (short term).

7.4 CWA publication

The final CWA will be disseminated to the following relevant stakeholders and bodies:

* To standardization committees and forums indicated in 7.1.

In addition to the CCMC website, the final CWA will be advertised on:

* social media, such as
  + Facebook
  + LinkedIn
  + X
  + YouTube

The WS secretariat will be coordinated with the dissemination and communication partner in ECOFACT for the promotion of the published CWA through ECOFACT webpage, social media, periodic Newsletter and others.

For obtaining maximum dissemination, it´s intended that, once it´s published, the CWA will be available for free download by stakeholders in CEN´s website.

# Contacts

* **Workshop Chair:**

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* **Workshop proposer:**

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1. Applications for participating in the Workshop and comments on the project plan that are not received by the deadline do not need to be taken into consideration. Once constituted, the Workshop will decide whether or not to consider the comments received in good time. [↑](#footnote-ref-1)