

# I-SEM Enrollment Form

Thank you for your interest in the Colorado Energy Office (CEO) Industrial Strategic Energy Management (I-SEM) program, a no-cost offering that will help your organization manage energy more effectively and achieve cost savings. Completing this form will help us confirm your intent to participate in the program and gauge your interest in specific program features. Documents pertaining to your participation in this program may be subject to the Colorado Open Records Act (C.R.S. § 24-72-201 to 206). Please label any confidential information as such.

Participant Information			
Company Name:			
Contact Name:	Title:		
Site Address:	City:	State:	Zip:
Telephone:	Cell Phone:		
Email:	Website:		
Electricity Provider:	Ave. Annual Electricity Consumption:		
Natural Gas Provider:	Ave. Annual Natural Gas Consumption:		

Program Questions	Yes	No
Do you have an annual energy goal? If so, what would that be? _____		
Ability to share baseline energy data (including: 12 months of historical energy consumption data pre-involvement and post program)?		
Will you commit to participate for one year in the cohort, including attending in-person or virtual workshops, one-on-one coaching calls?		
Will you commit to execute change in your organization, including but not limited to: <ul style="list-style-type: none"> <li>Adopting a written Energy Policy that commits your organization to improve energy performance</li> <li>Dedicating program resources such as personnel time and/or funding towards projects</li> <li>Supporting employee training and energy awareness</li> <li>Developing performance indicators and energy goal(s)</li> <li>Incorporating energy efficiency best practices into standard operating procedures and personnel practices</li> <li>Establishing an energy team consisting of a champion and supporting members, with accountability to an executive energy program sponsor</li> <li>Conducting periodic executive energy program sessions to review goals, assign resources, and revise plans</li> <li>Providing energy and production data to the SEM Team to establish performance indicators as well as determine performance improvement</li> </ul>		
Is the plant manager and/or site VP supportive of the site participating in the SEM program?		
Does the organization have internal training programs?		
Does the organization have a proactive preventive maintenance program and make investments in plant improvements, versus only "fixing what is broken"?		

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Has the organization participated in other energy programs (e.g. utility programs, DOE, etc.)?		
Does the organization have centralized building/production systems (e.g. SCADA, BMS) and staff with access to this data?		
Does the organization have clearly understood access to energy data? (i.e. your contact knows exactly where to go for this data)		
Does the organization have a positive experience with management systems and/or continuous improvement?		

## Roles and Responsibilities

Please designate an energy champion, back-up energy champion, executive sponsor. These persons agree to assume the roles and responsibilities below.

<b>Energy Champion</b>
a. Work with the program to develop and lead an Energy Team that takes action on energy
b. Prepare for and participate in SEM workshops, follow-up meetings and coaching calls
c. Provide supporting information to the program including energy data, energy audits, and other information

<b>Executive Sponsor</b>
a. Provide management level support of the Energy Champion and Energy Team, including supporting their time
b. Attend the Energy Management Assessment (EMA) as well as the Kick-off and/or Recognition workshops
c. Hold the Energy Champion and Energy Team accountable for action based on energy priorities

This is a non-binding enrollment form. It is intended solely as an outline of general expectations. This enrollment form is an offer of program services effective through the duration of the program.

Energy Champion:	Title
Signature:	Date
Executive Sponsor:	Title
Signature:	Date