



Energy Policy

1. Purpose and Scope

Purpose:

The purpose of this Energy Policy is to establish Modern Tooling Solution's commitment to responsible energy management. We aim to reduce energy consumption, improve efficiency, and minimize our environmental impact through continuous improvement and awareness.

Scope:

This policy applies to:

- All factory operations, equipment, and departments
- All employees, contractors, and visitors
- All forms of energy used (e.g., electricity, fuel, compressed air, water heating systems)

2. Objectives

- Reduce energy consumption and associated costs
- Improve energy efficiency across all operations
- Comply with applicable legal and regulatory energy requirements
- Promote sustainable practices and support climate goals
- Encourage employee awareness and participation in energy-saving initiatives

3. Key Principles and Commitments

3.1 Legal and Regulatory Compliance

- Comply with all relevant energy, environmental, and safety regulations.

3.2 Energy Efficiency

- Optimize machine usage, lighting, and HVAC systems to reduce waste.
- Use energy-efficient equipment and technologies where feasible.

3.3 Continuous Improvement

- Monitor and review energy consumption regularly.
- Set measurable energy-saving targets and key performance indicators (KPIs).



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3.4 Awareness and Training

- Conduct periodic training for employees on energy-saving practices.
- Display posters and visual reminders on how to conserve energy (e.g., switch off lights, prevent leaks, maintain machines).

3.5 Procurement and Design

- Consider energy performance when purchasing machinery, tools, and systems.
- Incorporate energy efficiency into design and development of products and processes.

3.6 Monitoring and Reporting

- Measure energy consumption using meters or energy audits.
- Submit regular reports to management on energy usage and savings achieved.

3.7 Employee Engagement

- Encourage staff at all levels to suggest and implement energy-saving ideas.
- Recognize and reward teams or individuals contributing to energy efficiency.

4. Roles and Responsibilities

- **Management:** Provide leadership, approve budgets for energy-saving projects, and review performance.
- **Energy Officer / Maintenance Team:** Monitor usage, maintain equipment for energy efficiency, and implement savings measures.
- **All Employees:** Follow good practices such as switching off idle machines, reporting leaks, and adhering to SOPs that support energy efficiency.

5. Resources and Tools

Human Resources:

- Internal Energy Manager
- Cross-functional Energy Efficiency Team
- External Energy Consultants (as required)

Technical Tools:

- Energy Management Software (EMS)
- Smart meters, data loggers, thermal scanners
- Load analyzers, power factor meters, infrared cameras



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Training and Awareness:

- Workshops for employees
- Posters and visual cues around the plant
- Monthly awareness emails and tips

Financial Resources:

- Annual capital expenditure budget for energy projects
- Grants or subsidies from BEE, TEDA, or MNRE (if applicable)

6. Compliance Standards

Statutory and Regulatory:

- Tamil Nadu Energy Development Agency (TEDA) guidelines
- Bureau of Energy Efficiency (BEE) norms
- Tamil Nadu State Electricity Board (TNEB) policies
- Energy Conservation Act, 2001

7. Time Frame and Deadline

| Milestone | Deadline |
|-------------------------------------|------------------------------------|
| Energy Policy Finalization | Within 1 month of draft review |
| Baseline Energy Audit | Within 2 months of policy approval |
| Energy Action Plan Development | Within 3 months |
| First Round of Implementation | Within 6 months |
| Performance Review and First Report | Quarterly from implementation |
| Policy Review and Revision | Annually |



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8. Documentation and Record Keeping

- Project implementation reports
- Monthly energy usage logs
- Training and awareness records
- Meeting minutes of energy review committees

9. Authorization and Approval

This Energy Policy is authorized by:

| Name | Designation | Signature | Date |
|----------------|-----------------------|-----------|--------|
| Mr./Ms. [Name] | Managing Director/CEO | [Sign] | [Date] |
| Mr./Ms. [Name] | Head of Operations | [Sign] | [Date] |
| Mr./Ms. [Name] | Energy Manager | [Sign] | [Date] |
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