

# SPEEDIER SME PROGRAM FOR ENERGY EFFICIENCY THROUGH DELIVERY AND IMPLEMENTATION OF ENERGY AUDITS

## D4.3 – DRAFT TRAINING AND CAPACITY BUILDING MATERIALS FOR GENERAL STAFF AND DECISION MAKERS

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This document is the report associated with Task 4.3, Development of training content for organisations participating in SPEEDIER. This first draft version (D4.3) is prepared in advance of running the first SPEEDIER Pilots (T5.2). Learnings from these pilots will be incorporated into the document to produce the final version (D4.4).

Some of the training content will be made available online, with participation of the SME monitored by the Expert. The remainder of the content will be developed by the Expert in response to various interactions with decision makers and staff as well as site surveys and data gathering activities.

Task 4.4 will separately develop training content for SPEEDIER Experts and Trainers.

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<b>Document History</b>			
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<b>16/04/2020</b>	0.1	Padraic O'Reilly	First document version.
<b>12/05/2020</b>	0.2	Padraic O'Reilly	Revised structure, added learning outcomes, structure & assessment. Abstract and Conclusion section completed.
<b>15/05/2020</b>	0.3	Padraic O'Reilly	Modifications following WP4 meeting. Circulated to IERC, TFC and pilot sites for further review.
<b>26/05/2020</b>	0.4	Padraic O'Reilly	Final revisions after review by partners.
<b>29/05/2020</b>	0.5	Tom Flynn	Final review and QA'd.
<b>05/06/2020</b>	1.0	Jo Southernwood	Approved and submitted to the EC portal.

## Abbreviations

CAPEX	Capital Expenditure.
ECM	Energy Conservation Measure.
EE	Energy Efficiency.
ISO50002	Energy audit – Requirement with guidance use (2014).
M&V	Measurement and Verification.
SME	Small or Medium sized Enterprise.

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# 1 Introduction

## 1.1 Background

SPEEDIER ([www.speedierproject.eu](http://www.speedierproject.eu)) is a highly innovative *one-stop-shop solution* that applies an integrated approach to energy management, providing information, advice, capacity building, energy auditing, financing, as well as implementation of energy efficiency solutions and monitoring of impacts. Work Package 4, which is led by partner LIT, aims to develop the content for the training materials that will be used by the SPEEDIER Experts to deliver the SPEEDIER Service for SMEs in each pilot region (i.e. Spain, Italy, Romania, Ireland). In order to verify the effectiveness of this training, the SPEEDIER team will also develop a number of indicators that show whether or not the training has been successful.

## 1.2 Purpose of the document

In WP2, the current state of the energy auditing market for SMEs was determined through a combination of online surveys, focus group discussions as well as desk-based research. This provided intelligence into the reasoning of the main barriers that prevents SMEs from undertaking energy audits and for the implementation of energy efficiency measures in each of the different pilot countries. It is important to bear in mind in the context of reading this document that in WP3 the type of SMEs that will be targeted in each pilot region as well as the Energy Conservation Measures (ECMs) that could be suitable for businesses and buildings of different types have been defined and categorised in Deliverable D3.4.

## 1.3 Structure of Document

This Deliverable, D4.3 is the draft training content to be used in educating SME management and general staff. As the training is rolled out during the first pilot, the training resources will be developed and enhanced using feedback from the Pilot training interactions. These refinements will be captured in the related Deliverable D4.4 – Revised training and capacity building materials for general staff & decision makers.

Section 2 of this document identifies the training topics that have been chosen to assist the SPEEDIER Expert and the SME personnel in ensuring a successful engagement undertaking, linking this training content to the stages in the SPEEDIER Service.

Section 2.1 provides a recap on the SPEEDIER Service Definition (D4.1), showing the 5-stage process to be implemented by the SPEEDIER Expert.

Section 2.2 defines 4 key training topics for SME management and general staff and shows how these training topics can be used to assist the SPEEDIER Expert in delivering the service.

Sections 3, 4, 5 and 6 take each of the 4 training topics individually and sets out the expected learning outcomes, training structure and content and the proposed assessment methods to be used.