

**SRI LANKA STANDARDS INSTITUTION**  
**APPLICATION FOR THE CERTIFICATION OF ENERGY MANAGEMENT SYSTEM**  
 IN ACCORDANCE WITH ISO 50001:2018 STANDARD

for office use

The Director General  
 SRI LANKA STANDARDS INSTITUTION  
 No. 17, Victoria Place  
 Elvitigala Mawatha  
 COLOMBO 08  
 SRI LANKA

DATE RECEIVED	
REFERENCE NUMBER	
NEW CERTIFICATION	
RECERTIFICATION	

I/We hereby apply for the certification of Energy Management System used in

.....  
 (Registered name of the Applicant Organization)

The particulars of my/our organization are given below:

**1. GENERAL:**

1.1 Address (Head Office):

.....  
 .....

Telephone: ..... Fax: ..... E-mail: .....

1.2 Legal Status of the organization:

a) Registration authority: .....

b) Registration number: ..... Date: .....

(Attach a copy of the certificate of Business Registration)

1.3 VAT Registration Number: .....

1.4 If SVAT, SVAT number:

\*\*(Attach SVAT approval letter from the Department of Inland Revenue)

**2. LOCATION(S)/SITES, DEPARTMENTS/DIVISIONS AND THE NUMBER OF EMPLOYEES APPLICABLE FOR THE CERTIFICATION:**

[Please indicate the permanent physical locations (subsidiaries, branches, warehouses etc.) registered under the Applicant Organization, which are to be included in the ISO 50001 certification. **Attach a separate sheet for temporary locations (eg.: Construction Projects)**]

Name and address of the location/site	Name, designation & contact details (Telephone /e-mail) of the representative at each location/site	Departments/Divisions at each location/site (eg.: Management, Design, Production, Quality Assurance, Human Resources, etc.)	Total number of EnMS effective personnel**
Head office			
Location 1			
Location 2			

[Please refer the Notes stated below, and if required a separate sheet may be attached]

**\*\* Notes:**

- (i) When determining EnMS effective personnel, the process shall start with the entire set of potential persons including all permanent, full-time, temporary and part-time personnel.

Additionally, contractors or external service providers who either affect energy performance or affect energy performance improvement shall be considered.

Part-time personnel are based upon the hours worked. Part-time personnel numbers shall be converted to an equivalent number of full-time personnel (e.g. 30 part-time personnel working 4 h per day equates to 15 full-time personnel).

- (ii) The personnel who materially impact the energy performance and the effectiveness of the EnMS shall be taken into account, including the following:
  - a) top management;
  - b) the energy management team;
  - c) the person(s) responsible for procurement related to energy performance;
  - d) the person(s) responsible for making major changes that affect energy performance;
  - e) the person(s) responsible for developing, implementing or maintaining energy performance improvements, including objectives, energy targets and action plans;
  - f) the person(s) responsible for developing and maintaining energy data and analysis;
  - g) the person(s) responsible for planning, operating and maintaining the processes related to the SEUs including during seasonal operations (e.g. harvesting activities, hotels) as appropriate;
  - h) the person(s) responsible for design which affects energy performance.

2.1. Whether product or service realization processes operate on a shift basis:

Location/Site	Number of shifts in operation	Working hours of each shift	Number of employees working in a shift	Activities carried out in each shift
Head office	1	From..... to .....		
	2	From..... to .....		
	3	From..... to .....		
Location 1	1	From..... to .....		
	2	From..... to .....		
	3	From..... to .....		
Location 2	1	From..... to .....		
	2	From..... to .....		
	3	From..... to .....		

### 3. ENERGY MANAGEMENT SYSTEM

3.1. Description of products manufactured and/or services offered: (if multiple sites are available, please specify the products manufactured and/or services offered in each site separately)

Location/Site	Product(s) manufactured and/or service(s) offered
Head office	
Location 1	
Location 2	

3.2 Scope of EnMS implemented, and justification for exclusion(s) of any clause(s) of the ISO 50001:2018 standard:

.....

.....

.....

.....

.....

.....

.....

.....

3.3 Description of manufacturing process(s) and/or service(s) which has been outsourced to an external party(s):

.....

.....

.....

.....

.....

.....

.....

.....

3.4 Total number of energy types as identified in the energy review:

.....

3.5 Number of energy types used at each location as identified in the energy review:

Location/Site	Number of energy types used
Head office	
Location 1	
Location 2	

3.6 Total Annual energy consumption (TJ):

.....

3.7 Annual consumption of each energy type at each location (TJ):

Location/Site	Energy type	Annual consumption (TJ)
Head office	1	
	2	
	3	
Location 1	1	
	2	
	3	
Location 2	1	
	2	
	3	

3.8 Percentage of annual consumption of each energy type at each location:

Location/Site	Energy type	Percentage of annual consumption (%)
Head office	1	
	2	
	3	
Location 1	1	
	2	
	3	
Location 2	1	
	2	
	3	

3.9 Total number of significant energy uses (SEUs):

.....

3.10 Number of significant energy uses (SEUs) at each location:

Location/Site	Number of significant energy uses (SEUs)
Head office	
Location 1	
Location 2	

3.11 Desired scope of ISO 50001:2018 certification:

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

3.12 Type of certification [New Certification or Recertification]:

.....

3.13 If Recertification:

a) Date of first certification:

.....

b) Validity period of previous certification: From ..... to .....

c) Major changes done in the Energy Management System during the previous year [if any]:

.....  
.....  
.....  
.....

3.14 Energy Management System of the organization has been developed by [outside consultant(s) and/or organization itself]:

.....

**4. ANY OTHER SYSTEMS CERTIFICATION(S) OBTAINED BY THE ORGANIZATION:**

STANDARD	CERTIFIED (YES /NO)	CERTIFICATION BODY
ISO 9001 (QMS)		
ISO 14001 (EMS)		
ISO 22000 (FSMS)		
ISO 45000(OHSMS)		
HACCP		
GMP		
ANY OTHER (PLEASE SPECIFY)		

**5. LIAISON OFFICER**

5.1. Chief Executive Officer of the Applicant Organization:

- a) Name: .....
- Designation: .....
- Telephone: ..... Fax: ..... E-mail: .....

5.2. Contact person of the organization:

- a) Nominee 1 [Name]: .....
- Designation: .....
- Telephone: ..... Fax: ..... E-mail: .....
- b) Nominee 2 [Name]: .....
- Designation: .....
- Telephone: ..... Fax: ..... E-mail: .....

**6. LEGAL OBLIGATIONS**

[Please indicate the legal obligations to be abide by the Applicant Organization] (eg.: SLSEA Food regulations, CAA regulations, NMRA regulations, CEA regulations, , industry specific regulations, compulsory product certifications etc.)

.....

.....

.....

.....

.....

.....

.....

**7. DOCUMENTED INFORMATION**

Please submit copies of the following documents along with the duly perfected Application.

- a) Desired Scope and boundaries of the organization (4.3 of ISO 50001:2018);
- b) Methods and criteria used to develop the energy review (6.3 of ISO 50001:2018);
- c) Method for determining and updating the EnPI(s) (6.4 of ISO 50001:2018); and
- d) Relevant variable data and modification to EnB(s) (6.5 of ISO 50001:2018).

**8. DECLARATION BY APPLICANT**

8.1 I am/We are fully informed and in agreement with the contents of the following documents of the Energy Management System Certification Scheme of the Sri Lanka Standards Institution; Rules and Procedures, Guidelines for Applicants, Fee Schedule, Certification Agreement, Audit time determination agreement and Conditions For Use of the Energy Management System Certification Mark.

8.2 Should any initial enquiry be made by the Certifying Authority, I/We agree to extend to the Certifying Authority all required facilities at my/our command and I/We agree to pay all costs involved prior to the grant of the Certificate.

8.3 I/We will not hold liable either the Sri Lanka Standards Institution or those having a function in its activities for damages resulting from the consideration of the application for certification, including the possible rejection.

Signed at .....

on this ..... day of ..... 20.....

Signature : .....

Name : .....

Designation : .....

For and on behalf of

.....

[Name of the Applicant Organization]