

Level 1 Step 2.3 Data Collection Management Matrix—Industrial Example

Purpose: To document data location and the process of maintaining, acquiring and storing data necessary for the management review.

Data	Data Source	Data Location	Acquisition	Recording Method	Frequency	Needed for Mgt. Review?
Facility gas consumption	Utility gas meter	Back wall of plant B	Manual reading	Gas consumption record form	Every Monday beginning first shift	Yes
Facility electricity consumption	Utility electric meter	Back wall of plant B	Manual reading	Electricity consumption record form	Every Monday beginning first shift	Yes
Dryer EnPI – Gas Consumption	Dryer control panel	Dryer control room	Computer generated	Recorded by computer	Once per hour	Yes
Dryer EnPI - Production	Dryer tail end counter	Dryer exit	Computer generated	Recorded by computer	Once per hour	Yes