

## ISO 14001 Standard for Environmental Management

### Summary of the Requirements

#### **Environmental Policy (ISO 14001, Clause 4.2)**

A publicly available statement of your organisation's commitment to operate in an environmentally responsible way.

#### **Planning (ISO 14001, clause 4.3)**

Specifies background activities involved in preparing to build the EMS, involving identification of:

- environmental aspects (how your activities can affect the environment)
- legal and other requirements (the minimum performance levels)
- objectives and targets (the route to continual improvement)
- Environmental management programmes (the projects to achieve objectives and targets)

#### **Implementation and Operation (ISO 14001, Clause 4.4)**

Indicates what is needed to run the EMS, i.e.:

- structure and responsibility (who does what)
- training and awareness (ensuring staff know what to do)
- communication (managing environmental information flows within and outside the organisation)
- documentation (e.g. written instructions, procedures, register of legislation)
- document control (to ensure EMS paperwork is in order and up to date)
- operational control (procedures to manage working practices to ensure impacts are kept under control)
- emergency planning (anticipating, preparing for and responding to accidents and incidents)

#### **Checking and Corrective Action (ISO 14001, clause 4.5)**

Specifies ways to ensure the EMS is working as intended, i.e.

- monitoring and measurement (procedures to track how operations are run and performance achieved)
- non-conformance (identifying problems and putting them right)
- records (keeping a history of the organisation's activities)
- audit (conducting internal checks on how the EMS is working)

#### **Management Review (ISO 14001, clause 4.6)**

Management level assessment of the suitability and effectiveness of the EMS. Helps to ensure continual improvement of environmental performance.

GreenPoint: Development of the GreenPoint Qualification Standard and its implementation in small enterprises of the metal sector.

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