

ISO 14001:2004

The standard requires an organisation to define the scope of its environmental management system by taking into account the nature, scale and environmental impacts of its activities, products and services

Clauses

Environmental Management System Requirements

This clause covers the general requirements of the management system. 'the organisation shall establish, document, implement and maintain and continually improveand determine how it will fulfil its requirements'

This must include:

- Defining and reviewing policies and objectives
- Commitments to prevent pollution and comply with relevant legislation
- Ensuring the policy is communicated to all persons working for or on behalf of the organisation
- Ensuring the policy is available to the public
- Maintaining relevant documents and records

Environmental Aspects

These are the areas of our activities that may pose an environmental risk. We are required to identify our aspects and determine those that could have a significant impact on the environment, introduce control measures to minimise the impact and keep all associated records

Legal and Other Requirements

We must comply with all environmental legislation relevant to our business regardless of whether or not we are accredited to 14001. This clause not only covers legislation, but also includes things such as codes of practice

Implementation and Operation

Encompasses the sub-clauses of:

- Resources, Roles, Responsibility and authority – *Management will advise people of their roles within the environmental management system*
- Competence, Training and Awareness – *Management shall ensure adequate training for those people who's role may have an impact on our aspects. They must also be made aware of the potential consequences of not following specific processes or safe systems of work. This relates to all people working 'for or on behalf of' the business*
- Communication – *both internal and external relating to environmental issues*
- Documentation – *documents and records required to support the control measures in place for managing our environmental aspects and their associated impacts*
- Control of Documents - *the criteria for the control of documents and prevention of the use of obsolete documents*
- Operational Control – *the day to day control of those activities identified as having an environmental aspect*
- Emergency Preparedness and Response – *implement and regularly test procedures to be used in the event of an emergency*

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Checking

Encompasses the sub-clauses of:

- Monitoring and Measurement – *monitoring the performance of those processes identified as an environmental aspect to ensure prevention of pollution*
- Evaluation of Compliance – *to legislation etc, records must be kept of this evaluation*
- Nonconformity, Corrective & Preventive Actions – *not only dealing with things that have gone wrong, this clause requires us to take preventive action for those activities that have a potential to go wrong*
- Control of Records – *this is one of the many clauses common to all three standards, we must keep all relevant records and ensure they remain legible and accessible*
- Internal Audit – *another form of measurement, the internal audit is used as one of the monitoring measures of a processes environmental performance*

Management Review

Is another specific requirement of all three standards. It states ‘Top Management shall review the organisations environmental management system at planned intervals to ensure its continuing suitability, adequacy and effectiveness’ These reviews will include things like:

- The results of audits
- The status of corrective and preventive actions
- Communications from external interested parties – including complaints
- Changing circumstances, including developments in legislation
- Information on our environmental aspects