ISO 14001 WEBINAR

How an Environmental Management System can Benefit your Organization

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Today's Session (1 Hour)

- Brief overview of PJR and 14001
- Benefits of an EMS
- Tracking legal requirements
- Benefits of Environmental Objectives and Programs
- Certification Requirements
- Integrating 14001 with other standards
- Top NCs and Mythbusters
- Questions

- **Welcome From PJR Headquarters:**
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  - Troy, MI 48084
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- **Audience for today's meeting**

- **Introduction of speaker**

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PJR is a leading14001 Registrar

- PJR is one of the leading 14001 registrars in the world

- Countries where PJR has certified companies to 14001:
  - Brazil
  - Italy
  - Japan
  - India
  - Malaysia
  - Mexico
  - Singapore
  - United States
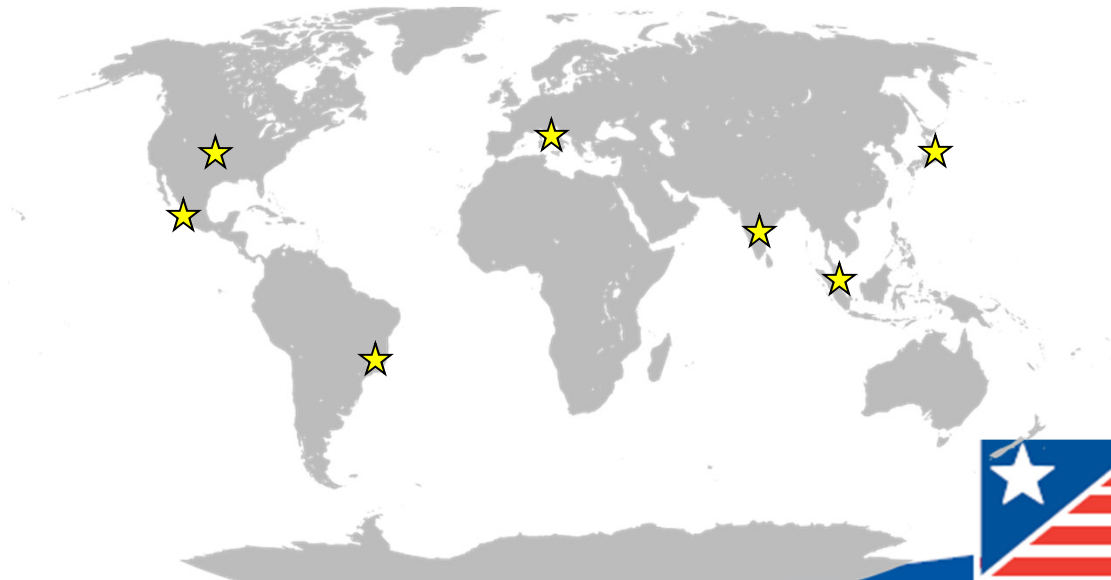
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PJR is accredited to grant certification for :

- ISO 9001
- ISO 14001
- AS 9100, 9110 & 9120
- ISO/TS 16949
- Responsible Recycling-R2
- RIOS
- ISO 13485
- SQF

- TL 9000
- OHSAS 18001
- ISO 27001
- RCMS® AND RC14001
- ISO 22000
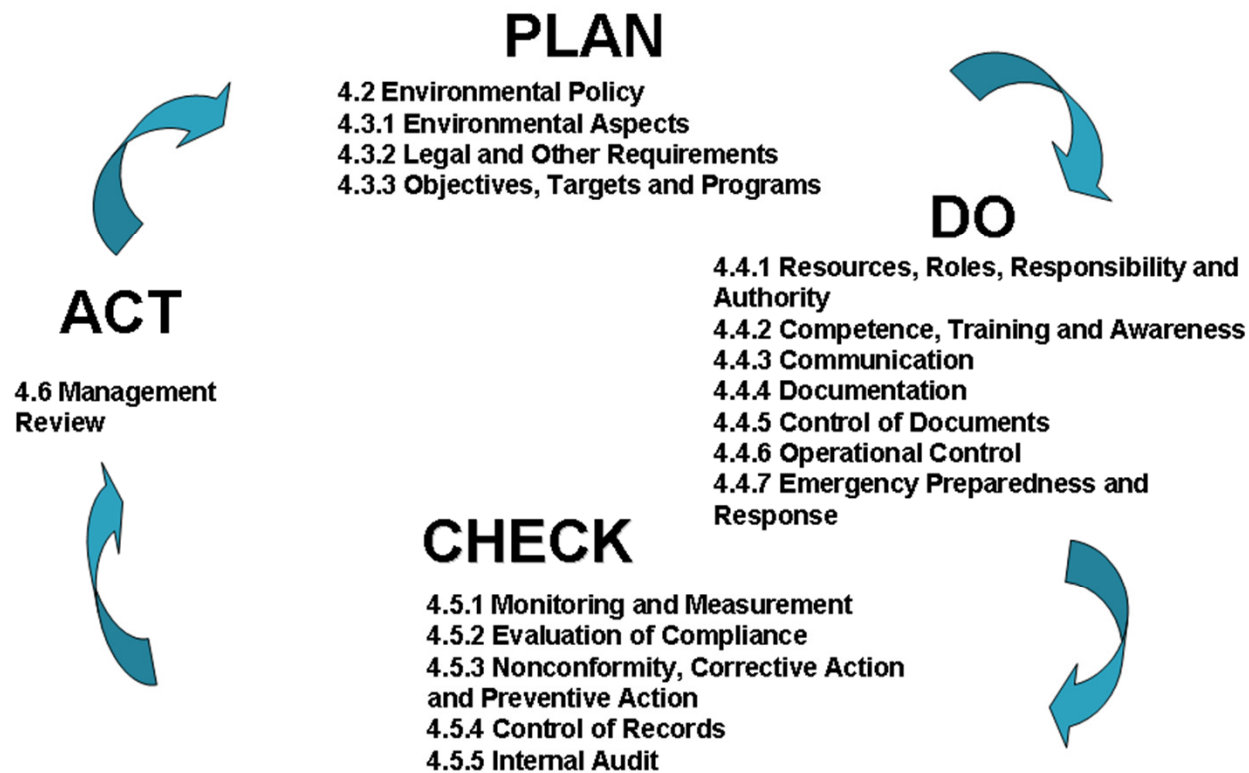- HAACP Compliance
- FSSC 22000

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14001 OVERVIEW

- ISO 14001 is an internationally accepted standard that defines the requirements for establishing, implementing and operating an Environmental Management System

- An Environmental Management System (EMS) is a framework that allows an organization to consistently control its significant impacts on the environment, reduce the risk of pollution incidents, ensure compliance with relevant environmental legislation and continually improve its processes and operations.

- Standard first came out in 1996 and then revised in 2004

- Voluntary

- Guidance document is 14004:2004 and 19011

ISO 14001 Requirements

PLAN

4.2 Environmental Policy
4.3.1 Environmental Aspects
4.3.2 Legal and Other Requirements
4.3.3 Objectives, Targets and Programs

DO

4.4.1 Resources, Roles, Responsibility and Authority
4.4.2 Competence, Training and Awareness
4.4.3 Communication
4.4.4 Documentation
4.4.5 Control of Documents
4.4.6 Operational Control
4.4.7 Emergency Preparedness and Response

ACT

4.6 Management Review

CHECK

4.5.1 Monitoring and Measurement
4.5.2 Evaluation of Compliance
4.5.3 Nonconformity, Corrective Action and Preventive Action
4.5.4 Control of Records
4.5.5 Internal Audit

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BENEFITS OF GETTING CERTIFIED

- Secure additional bids by being a step ahead of the competition

- Reduces resource use like energy, water etc.

- Reduces waste disposal costs and problems

- Reduces pollution

- Meeting customer and interested party requirements

- Continual Improvement

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BENEFITS OF GETTING CERTIFIED

- Getting recognition as a "green" company on a domestic and international level– gives competitive advantage

- Drives performance improvement and improves efficiency

- Ensuring compliance to legal requirements

- Reduces liability

TRACKING LEGAL REQUIREMENTS

- EMS auditors are not compliance cops

- 14001 does not replace any legislative requirements

- Focuses on "other requirements" Customer requirements (e.g. RoHS) Requirements of trade associations, Commitment to parent organization

- Evaluation of compliance is a key requirement (4.5.2)

- Potentially saves companies from paying heavy legal penalties

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ENVIRONMENTAL OBJECTIVES, TARGETS AND PROGRAMS

An Environmental program is:

- Dynamic and results in long terms savings and conservation of resources

- Involvement at every level and function of the organization

- Have to be measurable

- Sometimes insurance premiums have been reduced for maintaining good EMP

EXAMPLES OF ENVIRONMENTAL PROGRAMS

1) ENERGY CONSERVATION – monitoring electric consumption

1) WATER CONSERVATION

2) RECYCLING PROGRAMS

3) GO BEYOND LEGAL COMPLIANCE
   - Changing a raw material or process chemical
   - Modifying a manufacturing process or installing a new process
   - Changing a waste treatment process
   - Installing a new piece of equipment with a potential to affect environmental aspects

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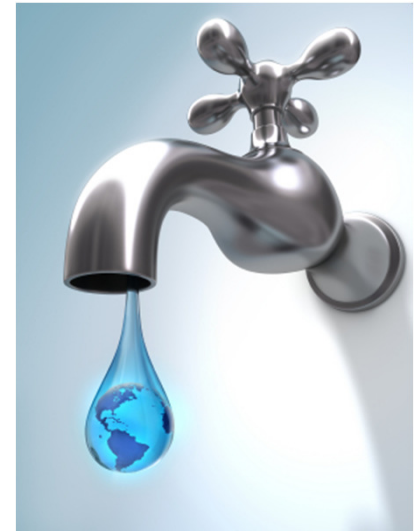
CERTIFICATION REQUIREMENTS

Certification Steps:

- Establish Documentation to meet 14001 requirements
- Integrate with existing systems (e.g. ISO 9001, R2 or OSHAS 18001)
- Training to 14001 requirements
- Implement 14001 requirements
  - Conduct internal audits of system
  - Conduct compliance evaluation
  - Conduct review of system based on input from internal audit
- Contract with a certification body
- Complete S1 and S2 audits
  - Address any nonconformities → ☺ Certification!

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Certification Process

PJR conducts a cursory review of documents in house prior to Stage 1

The registration audit consists of two stages:

- Stage 1:
    - On-site document review of your EMS
    - Evaluates the readiness of your organization to move to stage 2.

- Stage 2:
    - Scheduled 30 to 45 days after the stage 1 audit.
    - On-site audit of your entire EMS.
    - Nonconformities will need to be resolved prior to issuing of the certificate.

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CERTIFICATION REQUIREMENTS

- Surveillance audits
  - Scheduled at either six or twelve month intervals depending on the contract.
  - Partial system audit.

- Re-certification audit
  - On-site audit conducted prior to the third anniversary of the initial certification
  - Surveillance visits will then continue, as before, on a 3-year cycle.

Multisite Certification

One HQ with multiple locations doing the same activity

Pros
- One corporate certificate with sites listed in appendix
- Sampling is allowed
- Reduced man-days if same LA is available to audit most locations

Cons

- Risk of losing certification if any of the sites in the group falters

TOP FINDINGS OF NONCONFORMANCE

- Incomplete list of Environmental Aspects

- Incomplete list of legal and other requirements

- Incomplete or ineffective compliance evaluation
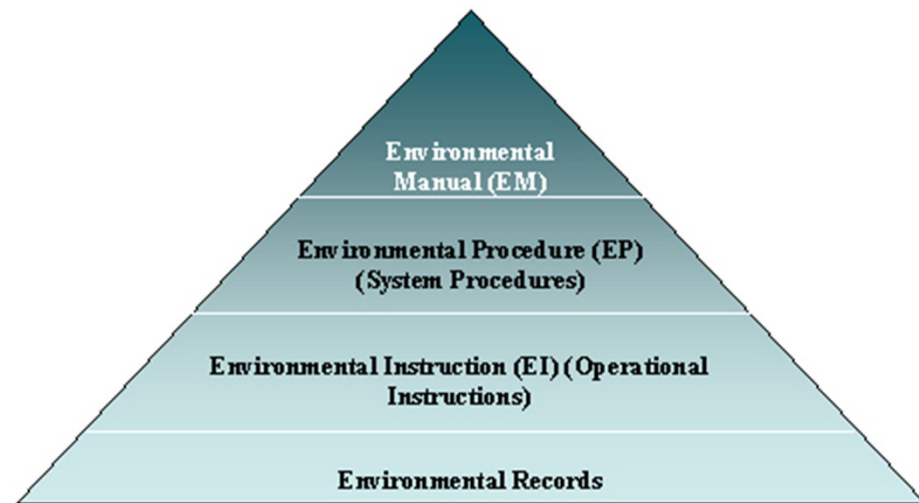
- Effectiveness of corrective/preventive actions

MYTHBUSTERS

- TOO MUCH DOCUMENTATION!

- TOO EXPENSIVE!

- TOO COMPLICATED!

Environmental
Manual (EM)

Environmental Procedure (EP)
(System Procedures)

Environmental Instruction (EI) (Operational
Instructions)

Environmental Records

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INTEGRATED AUDITS

- Can easily integrate 14001 with other standards like 9001, 18001, R2 and RIOS

- Audit time can be discounted up to 20% for each standard to be integrated, provided there is proof of full integration
    - Integrated audits by internal auditors qualified for all standards being integrated
    - One corrective action system to manage system nonconformities
    - A single management review addressing all standards' inputs and outputs
    - Integrated policy, procedures manual
    - Competency/training records handled in one system
    - Subcontract/supplier management handled in one program
    - For EMS/OHSMS integration – a single compliance audit
    - Most likely accomplished by a single Management Representative.

- Systems that are found not to be integrated at the Stage 1 will result in PJR increasing the audit time.
    - There is a difference between simultaneous vs. integrated audits!

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Please type any questions you may have.

For additional technical information, please contact Sharada Rao

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