



# EMS / OHSAS INTERACTION OF ELEMENTS WEBINAR

How To Properly Develop an Interaction of  
Elements for your Organization





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- **Welcome From PJR Headquarters:**

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- Audience for today's meeting
- Introduction of speaker

### Today's Session (1 Hour)

- Brief overview of PJR, ISO 14001 and OHSAS 18001
- Benefits of a detailed Interaction of Elements
- Overview and Requirements of an Interaction of Elements
- Certification Requirements
- Integrating an EMS and/or OHSMS with other standards
- Questions





## 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
- e-Stewards (pending)
- ISO 50001 (pending)





## 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





## OHSAS 18001 OVERVIEW

- OHSAS 18001 is an internationally accepted standard that defines the requirements for establishing, implementing and operating an Occupational, Health & Safety (OHS) Management System
- An OHS is a framework that allows an organization to consistently control its hazards, reduce the risk of accidents, injuries, down time and continually improve its processes and operations.
- Standard first came out in 1999 and then revised in 2007
- Voluntary





## PDCA CYCLE





## **BENEFITS OF GETTING CERTIFIED**

### **General**

- Maintaining compliance to legal requirements
- Meeting customer and interested party requirements
- Continual Improvement

### **EMS**

- Reduces resource use like energy, water etc.
- Reduces waste disposal costs and problems
- Reduces pollution



### **OHSMS**

- Minimizing the risks of production delays
- Providing a safe environment to do business
- Possible cost savings from public liability insurance premiums





## **BENEFITS OF DEVELOPING A ROBUST IOE**

- Understand the full extent of all processes and their interaction
- Ensure all Environmental aspects and impacts have been identified
- Ensure all OHS risks and hazards have been identified
- Ensure significant aspects and risks have programmes and controls implemented (including compliance to legal requirements).
- Establish proper monitoring and measurement controls around aspects and risks.



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## Requirement: 4.4.4 Documentation

### c) Interaction of Elements

#### EMS

Description of the main elements of the environmental management system and their interaction, and reference to related documents.

#### OHSAS

Description of the main elements of the OH&S management system and their interaction, and reference to related documents





## What is an Interaction of Elements (IOE)

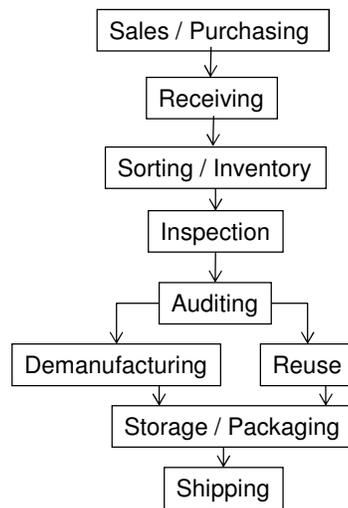
An Interaction of Elements is meant to incorporate and integrate all of the main requirements of an EMS and/or OHSMS to ensure all requirements have been met and to show the linkages between the following:

- Environmental aspects / OHS risk
- Objectives and targets
- Programmes
- Performance indicators
- Operational controls
- Monitoring and measurement processes



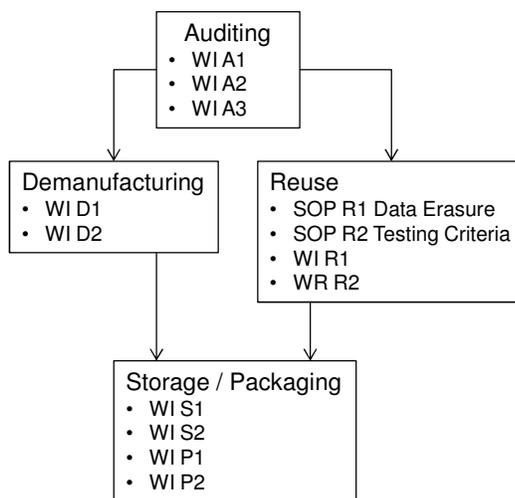
## What Should be Included in an IOE

Interaction of Processes:



## What Should be Included in an IOE

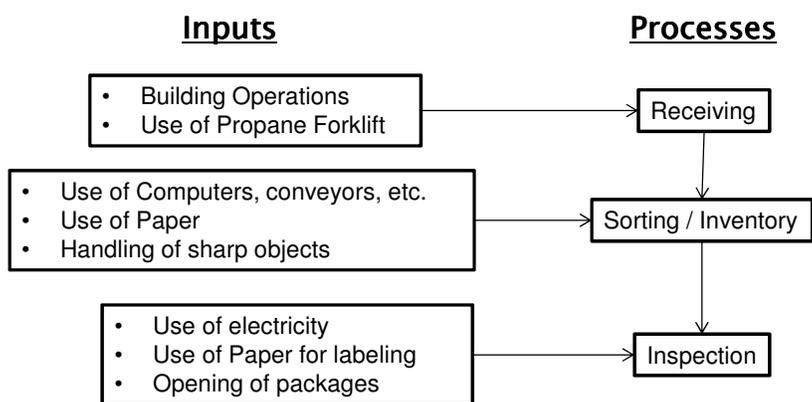
Interaction of Processes with operational controls:

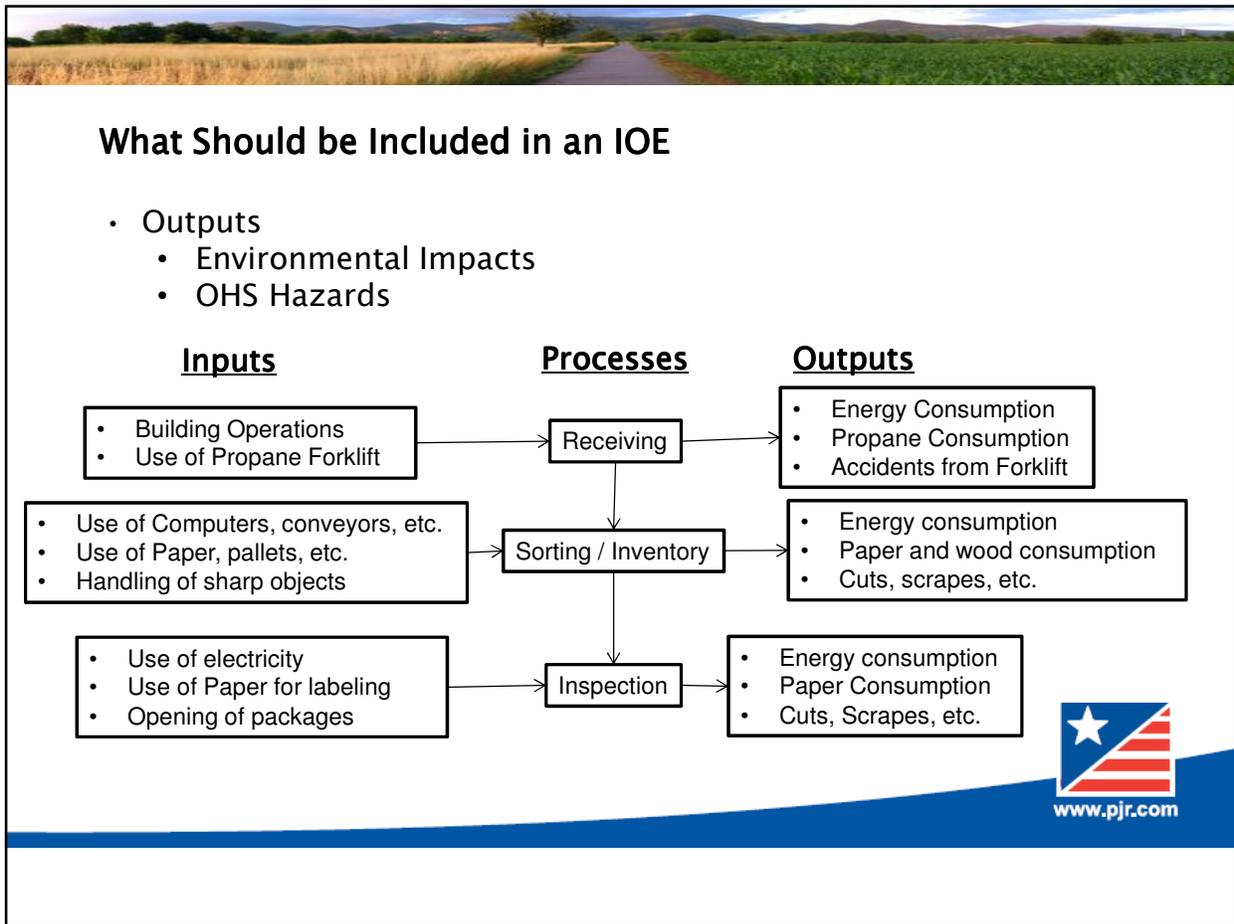


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## What Should be Included in an IOE

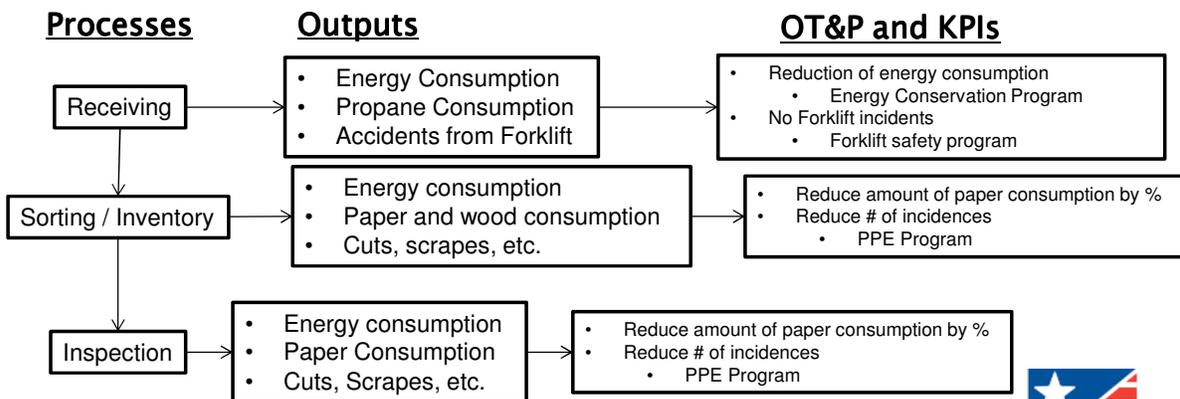
- Inputs
  - Environmental Aspects
  - OHS Risks

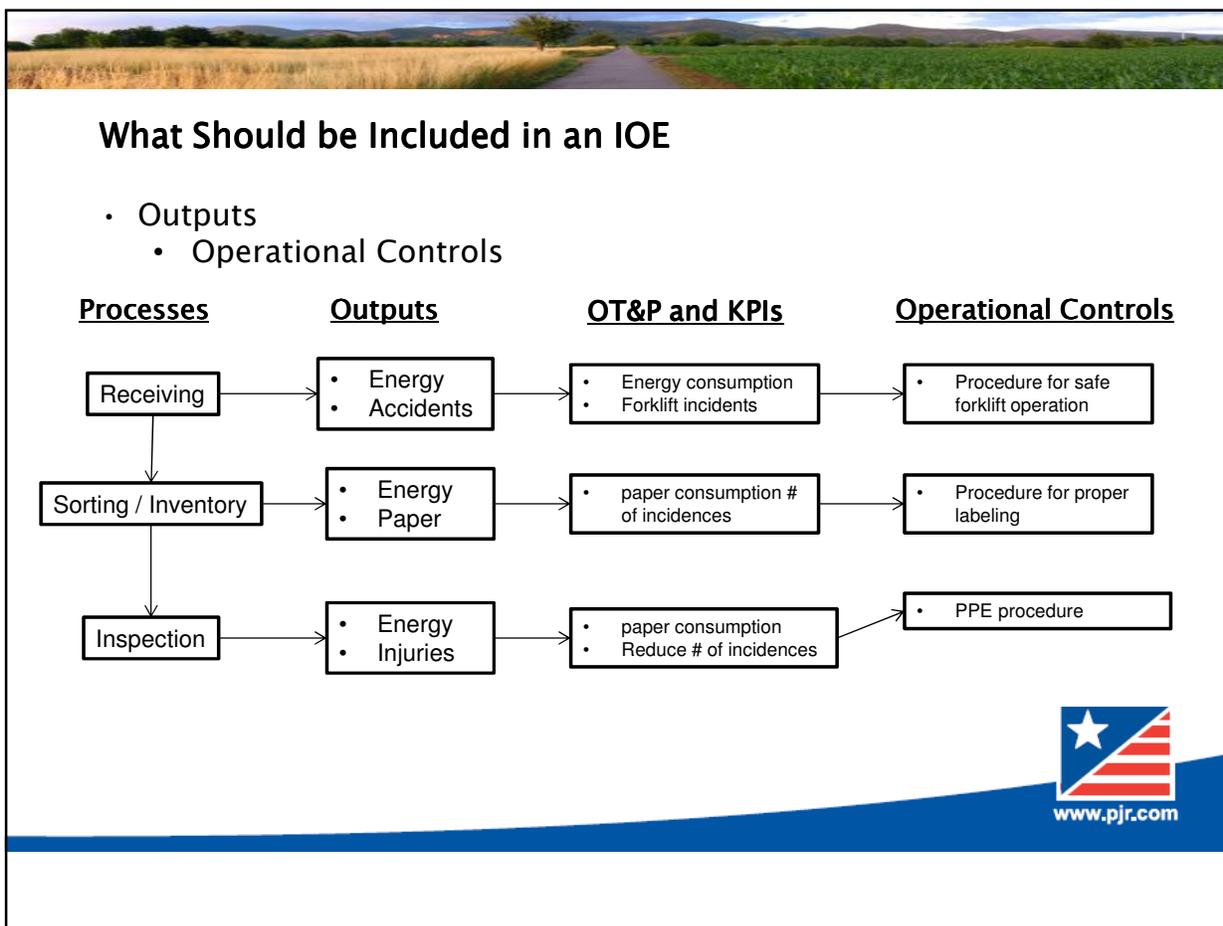


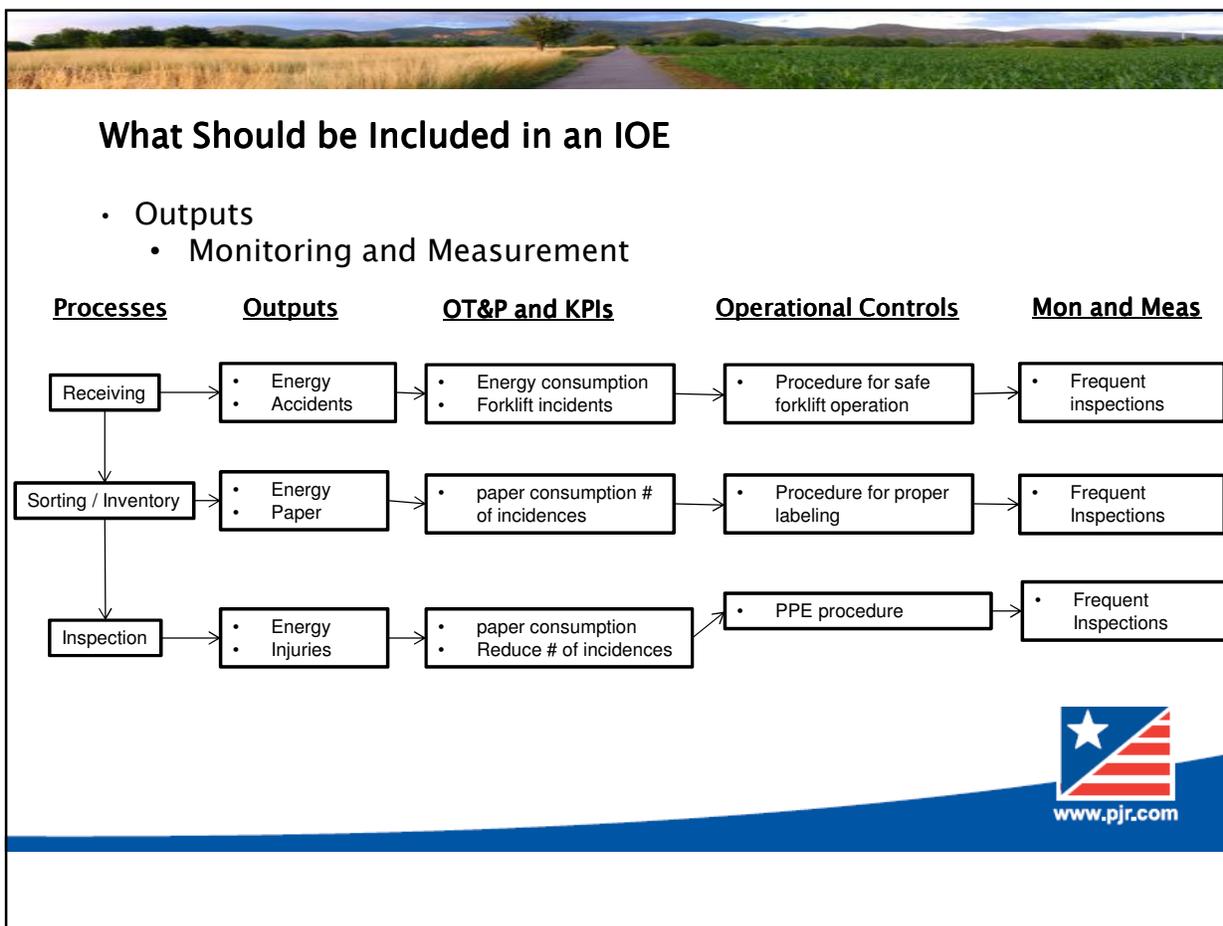


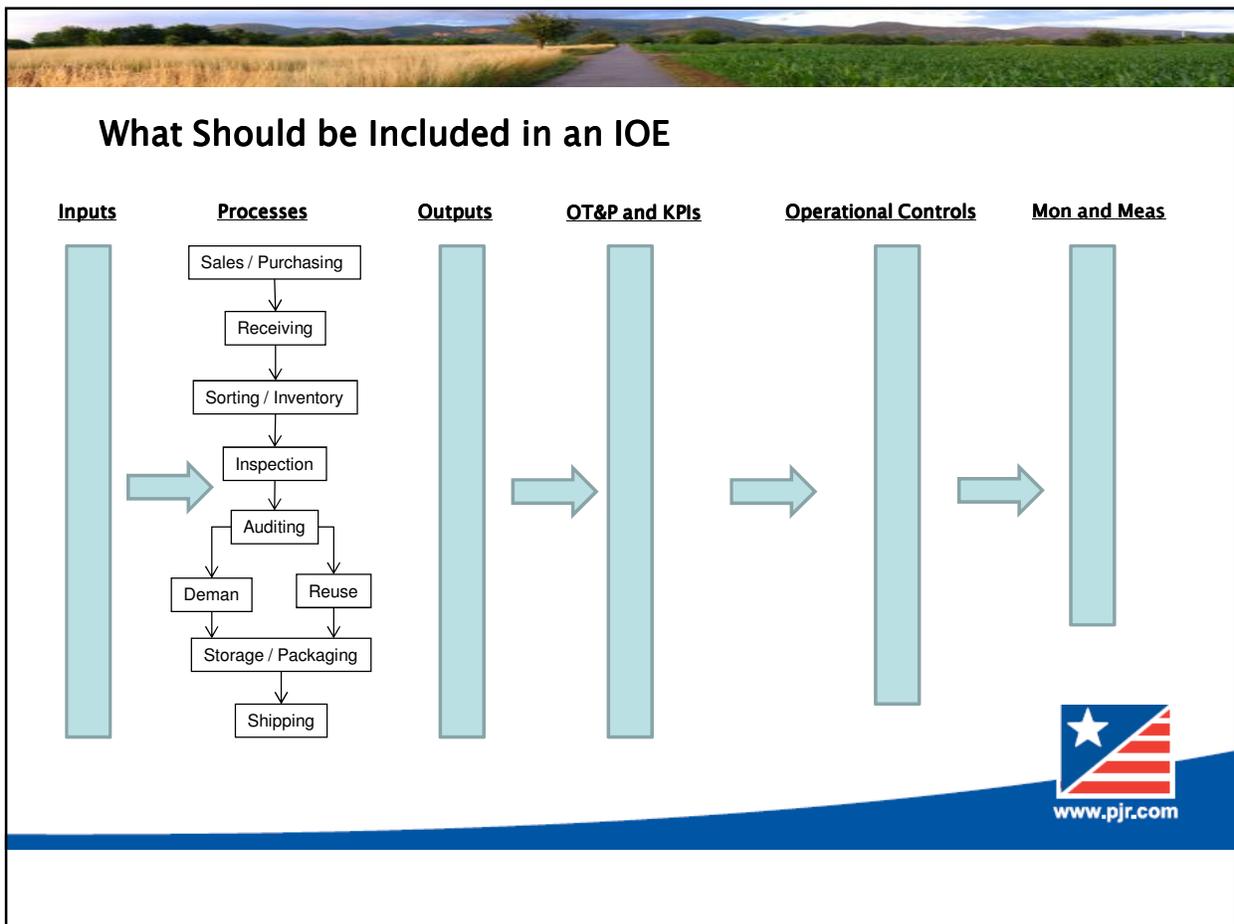
## What Should be Included in an IOE

- Outputs
  - Objectives, targets and Programmes
  - Key Performance Indicators (KPIs)











## Alternative Methods for IOEs

Aspects	Objectives	Targets	Programmes	Indicators	Operational control	Monitoring and measurement
<b>Service: Transportation and distribution of goods and products (fleet maintenance)</b>						
Emission of oxides of nitrogen (NO <sub>x</sub> )	Increase positive impact on air quality by improving effectiveness of fleet maintenance	Achieve 25 % reduction of NO <sub>x</sub> emissions by 2008	<ul style="list-style-type: none"> <li>Identify key maintenance parameters for NO<sub>x</sub> reduction</li> <li>Revise maintenance programme to incorporate key NO<sub>x</sub> reduction tasks</li> <li>Optimize fleet maintenance schedule through computer program</li> </ul>	<ul style="list-style-type: none"> <li>% on-time maintenance</li> <li>NO<sub>x</sub> emissions/km</li> </ul>	<ul style="list-style-type: none"> <li>Maintenance procedures</li> <li>Training of maintenance technicians</li> <li>Computerized notification of scheduled maintenance</li> </ul>	<ul style="list-style-type: none"> <li>Tracking of maintenance frequency versus schedule</li> <li>Monitoring of vehicle fuel efficiency</li> <li>Quarterly testing of vehicle NO<sub>x</sub> emissions</li> <li>Annual assessment of NO<sub>x</sub> reductions achieved</li> </ul>
Generation of waste oil	Manage oily wastes in conformity with requirements	Achieve 100 % conformity with oily waste disposal requirements at service centres within one year	Develop and implement waste management training programme at service centres	<ul style="list-style-type: none"> <li>% of service centre employees trained</li> <li>Number of waste disposal nonconformities</li> <li>% of oily waste disposed per requirements</li> </ul>	<ul style="list-style-type: none"> <li>Waste management procedures</li> <li>Training programme for service centre employees</li> </ul>	<ul style="list-style-type: none"> <li>Monitoring of service-centre employee training conducted</li> <li>Tracking of oily waste disposal quantities and disposal methods</li> <li>Quarterly assessments of oily waste management practices</li> </ul>

**ISO 14004:2004 –  
Guidance**

**Annex A  
• Table A.2**



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## CERTIFICATION REQUIREMENTS

**Certification Steps:**

- Establish Documentation to meet ISO14001 and/or OHSAS 18001 requirements
- Integrate with existing systems (e.g. ISO 9001, R2, RIOS, ISO 50001)
- Training to EMS and/or OHSMS requirements
- Implement EMS and/or OHSMS 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





## INTEGRATED AUDITS

- Can easily integrate and EMS/OHSMS with other standards like ISO 9001, ISO 50001, 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  
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