



R2 INTEGRATION
WITH ISO 14001 / OHSAS 18001
OR RIOS WEBINAR

Requirements and Strategies to
Consider When Developing an
Integrated Management System





PERRY JOHNSON REGISTRARS



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- Welcome From PJR Headquarters:
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- Today's Session (1 Hour)
 - **Brief Overview of the Standards**
 - **PDCA**
 - **Key Areas of Integration**
 - **Certification Process**
 - **Questions**

- Audience for today's meeting
- Introduction of speaker





Brief Overview of the Standards



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- **ISO 14001** – Environmental Management System (EMS)
- **OHSAS 18001** – Occupational Health and Safety Assessment Series
- **R2** – Responsible Recycling
- **RIOS** – Recycling Industry Operational Standard





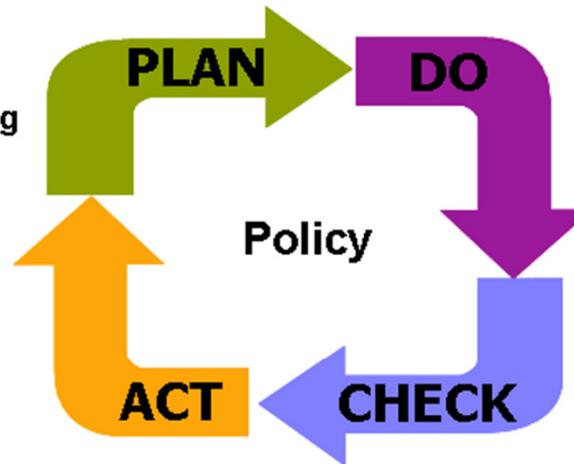
Plan-Do-Check-Act Management System Model



Planning Requirements

- Defining the QEH&S Footprint
- Improvement Planning

Management Review Requirements



Implementation Requirements

- Training
- Communication
- Operational Control
- Emergency preparedness

Checking and Corrective Action Requirements

- Monitoring and measurement
- Nonconformance and corrective and preventive action
- QEH&S management system audit

General Requirements

- Scope
- QEH&S Infrastructure





R2 - Key Areas of Integration



- **Implementation/Auditing Implications**

- R2 Manual/Scope/Policy
- Objectives and Targets
- Internal Audit
- Monitoring Maintenance / Calibration
- Management Review
- Legal Compliance Plan/compliance Evaluation(audit)
- EHS Impacts and Risks Identification and Assessment
- Operational Controls
- Nonconformance / Correction/ Preventive Action
- Training
- Document Records Control



R2 Integration Manual, Scope, and Policy



➤ R2 Manual

- Does R2:2013 require an R2 Manual?

➤ R2 Provision 1 - EHSMS shall be certified to an accredited MS standard

- *ISO 14001 and OHSAS 18001*
- *RIOS*

- 1a1 requires documented **Scope** of activities



- **Scope(s)** of the organization can vary between standards. Your CB will issue separate certification for each standard integrated.
- Provision 2 - requires a **policy** for managing used and end of life electronics – it is expected that this policy is understood by all employees and communicated to downstream vendors.
- While organizations may indeed have a variety of documents that integrate their activities, an R2 manual is not required.





R2 Integration

Objectives and Targets



➤ Objectives and Targets

- R2 Provision 1c1 – requires establishment of **written goals** and procedures covering, and requiring the recycler to manage both on-site and downstream EHS.
 - EMS - 4.3.3 Objectives, targets and programme(s)
 - OHSAS - 4.3.3 Objectives, targets and programme(s)
 - RIOS – Establishment of goals are mentioned throughout the RIOS standard.
 - *2e – policy as the framework for establishment of goals*
 - *3.1 – Important Environmental Impacts and Health & Safety Risks*
 - *3.2 Improvement Planning - written QEH&S goals*
 - *4.16 – Training on awareness and contribution to organizations goals*
 - *4.3 – Operational Controls*
 - *Monitoring and Measurement – Achievement of goals*
 - *Management Review – Progression towards goals*





R2 Integration Internal Audit



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➤ Internal Audit

- R2 Provision 1c – recyclers shall develop, document, fully implement, review at least annually through internal audits, and update as needed the written EHSMS
 - ISO 17021 requires CB's to verify effectiveness of the internal audit monitoring program.
 - Processed based vs clause based audits
- ISO 14001 Clause 4.5.5 Internal Audits
- OHSAS 18001 Clause 4.5.5 Internal Audits
- RIOS section 5.3 QEHS MS Audits



➤ Integrating your Internal Audit

- Integrated Documentation
- Audit Schedule
- Training/Competent Auditors
- Reports/CAPA



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R2 Integration

Legal Compliance / Evaluation (Audit)



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➤ Legal Requirements

- R2 Provision 3 – recyclers shall comply with all applicable environmental, health and safety legal requirements.
 - 3a – recyclers shall develop a legal compliance plan to maintain full compliance with all environmental, health, and safety legal requirements applicable under its operation.
 - 3a3 – recyclers shall keep the legal compliance plan up to date, identify and implement the steps necessary to comply with each requirement, and document
 - This includes periodically auditing its compliance with legal requirements
- ISO 14001 Clause 4.3.2 LOR and 4.5.2 Evaluation of Compliance
- OHSAS 18001 Clause 4.3.2 LOR and 4.5.2 Evaluation of Compliance
- RIOS section 3.1.2 Legal, Product, and Other Relevant Requirements
- RIOS Section 5.1.2 EH&S Compliance



➤ Integrating your LOR/Compliance Evaluation

- Integrated Documentation/Procedure
- Audit Schedule
- Training/Competent Auditors or Independent Party
- Reports/CAPA



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R2 Integration

Monitoring/Maintenance/Calibration



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➤ **Maintenance and Calibration**

- R2 Provision 4e – recyclers shall use monitoring and sampling protocols to effectively manage EHSMS risks identified.
 - ISO 14001 Clause 4.5.1 Monitoring and Measurement
 - OHSAS 18001 4.5.1 Performance measurement and monitoring
 - RIOS section 5.1 Monitoring and Measurement
 - RIOS Section 5.1.3 Maintenance and Calibration of Monitoring Equipment
 - **Integrating your Monitoring and Maintenance**
 - Integrated Documentation/Procedure
 - Integrated calibration records
 - Integrated PM schedule and documentation





R2 Integration

EHS Impacts and Risk Identification and Assessment



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➤ **On-site EHS**

- R2 Provision 4 – recyclers shall use practices and controls at its facilities that protect worker and public health and safety and the environment.
- 4c – recyclers shall conduct... a hazards identification and assessment of occupational health and safety and environmental risks.
- 4d – shall manage EHS hazards...strategies to implement and maintain controls, including but not limited to: engineering, administrative, and PPE
 - ISO 14001 Clause – 4.3.1 and 4.4.6
 - OHSAS 18001 - 4.3.1 and 4.4.6
 - RIOS section 3.1.1, 4.3

➤ **Integrating your EHS Impacts and Risk Assessment**

- Integrated Documentation/Procedures
- Integrating the identification process/procedure(s)
- Integrating the assessment process/procedure(s)



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R2 Integration Management Review



➤ Management Review

- R2 Provision 1c – recycler shall develop, document, fully implement, review at least annually...
 - 1c1 – review of written goals and procedures
 - 1c2 – review documentation necessary to show conformity ... and a commitment to take corrective action to address non-conformance
- ISO 14001 Clause - 4.6
- OHSAS 18001 Clause - 4.6
- RIOS section 6

➤ Integrating your Management Review

- Integrated Documentation/Procedure
- Integrated agenda/minutes
- Reports/CAPA
- A single management review addressing all standards' inputs and outputs
- MR Record





R2 Integration

Nonconformance / Correction / Preventive Action



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- **Nonconformance and CAPA**
 - R2 Provision 1c2 – recyclers shall ...show conformity with these requirements (R2), and a commitment to take corrective action to address any issues of non-conformance.
 - ISO 14001 Clause 4.5.3
 - OHSAS 18001 Clause 4.5.3, 4.5.3.2
 - RIOS section 5.2, 5.2.1
 - **Integrating your Nonconformance and CAPA process**
 - Integrated Documentation/Procedure
 - Integrated Reports/CAPA process
 - Records





R2 Integration

Training, Competency and Awareness



- **Training, Competency and Awareness**
 - R2 Provision 4a – recyclers shall demonstrate the expertise, knowledge, and technical capability of each type of equipment, component, and material it accepts in a manner that is legal and protective of worker safety, public health, and the environment.
 - 4d2a – Administrative and work practice controls...regular documented EHS training that covers...
 - ISO 14001 Clause 4.2.2
 - OHSAS 18001 Clause 4.2.2
 - RIOS section 4.1
 - **Integrating your Training Process**
 - Integrated Documentation/Procedure/Records
 - Training requirements
 - Training/Competent Auditors or Independent Party





R2 Integration

Documentation and Record Control



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➤ Document and Record Control

- R2 Provision 13 – recyclers shall maintain all the documentation necessary to demonstrate conformance to the R2:2013 Standard.
 - ISO 14001 Clause – 4.1, 4.4.4, 4.5.4
 - OHSAS 18001 Clause – 4.1, 4.4.4, 4.5.4
 - RIOS section – 1.1, 1.2, 2.0, 3.2

➤ Integrating your Documents and Records

- Integrated Documentation/Records Procedure
- Policy
- Manual
- Goals/Objective
- Internal Audit
- Management Review
- Interaction of Elements/Process Flow
- Integrated Operational Control Procedures





R2 Integration Summary and Benefits



➤ Integrated Audits

- Audit time can be discounted due to integration, 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 standard's inputs and outputs
 - Integrated policy, procedures manual
 - Competency/training records handled by one system
 - Subcontractor/supplier management handled in one system
 - For EMS/OHSAS integration – a single compliance audit
 - Most likely accomplished by a single Management Representative
- Reduction in procedures/forms when integrating multiple standards.
- Less up keep and margin for error in the MS
- 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!





Certification Process



Certification Steps:

- Training to Standard requirements
 - Staff
 - Internal Audits
- Create integrated with existing systems (e.g. ISO 9001, 14001, R2 or OSHAS 18001)
- Implement 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!





Certification Process



The initial audit consists of two stages:

- Stage 1:
 - On-site document review of your QEH&S
 - Evaluates the readiness of your organization to move to stage 2.
- Stage 2:
 - Scheduled 30 to 75 days after the stage 1 audit.
 - On-site audit of your entire QEH&S.
 - Nonconformities will need to be resolved prior to issuing of the certificate.





Certification Process



- 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.





R2 and RIOS Lead Auditor Class



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Questions





Contact Information



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