

De-mystifying Environmental Management Systems

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Outline

- ▶ Introduction
- ▶ Why have an EMS?
- ▶ Elements of ISO 14001
- ▶ Hints and Tips for a successful EMS
- ▶ Future version of ISO 14001

Introduction

- ▶ Systems Approach
- ▶ Series of inter-related and interacting processes
- ▶ Output of one process can be input to another



Why have an EMS?

- ▶ Systematic thinking – good for business
- ▶ Continuity over time
- ▶ Consistency of results
- ▶ Certainty for employees
- ▶ Business improvement
- ▶ A tool to assist in meeting environmental aspirations and obligations
- ▶ A sense of purpose and direction to formalise ideas and actions

Further Benefits of an EMS

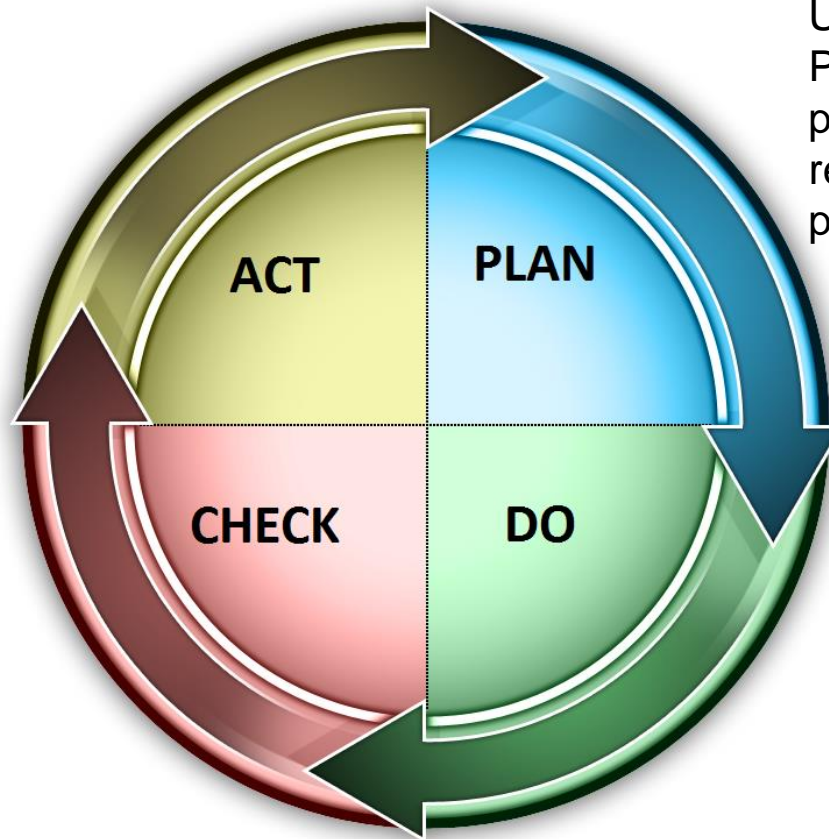
- ▶ Demonstrate environmental credentials
- ▶ Improve environmental performance
- ▶ Assist in meeting environmental legal obligations
- ▶ A potential due diligence defence in an environmental prosecution
- ▶ Competitive advantage
- ▶ May be a requirement to obtain business

ISO 14001 Approach

► PDCA : Plan – Do – Check –Act

Fix problems and based on overall Management Review of system, take actions for continual improvement

Monitor, measure and audit results and system to ensure its proper working. Regular Management Review



Understand issues; Plan actions and processes to meet requirements and to prevent problems

Put actions into practice; Respond to problems

PDCA for 14001

- ▶ **PLAN** – establish objectives and processes necessary to deliver results in accordance with the organisation's policy
- ▶ **DO** – implement the processes as planned
- ▶ **CHECK** – monitor and measure processes against the policy, including its commitments, objectives and operational controls and report the results
- ▶ **ACT** – take actions to continually improve

What is needed in a 14001 EMS?

- ▶ Management **commitment** is expressed in the **Environmental Policy** (4.1 & 4.2)
- ▶ Need to know and understand what environmental issues ('aspects') you have to deal with, including both what you can control and what you can influence (4.3.1), as well as legal obligations (4.3.2)
- ▶ Determine most important aspects in terms of **impact** (4.3.1); set **objectives and targets** around these issues and action plans ('programme(s)') to achieve them (4.3.3)

What is needed - 2

- ▶ Determine and allocate **resources** and **responsibilities** (4.4.1), including human resources and what **training** needs to be delivered to ensure **competence** (4.4.2)
- ▶ **Communication** is critical both internally and to external interested parties (4.4.3)
- ▶ **Document** the system (4.4.4), with adequate **document control** (4.4.5) and **records control** (4.5.4)
- ▶ Prepare and implement **operational procedures** (4.4.6), including **emergency preparedness and response** (4.4.7)

What is needed - 3

- ▶ Check how the system is performing through **monitoring** and **measurement** of parameters associated with the environmental **aspects** (4.5.1)
- ▶ **Evaluate** legal and other requirements **compliance** (4.5.2)
- ▶ Manage actual and potential **nonconformances**, determining root cause(s) and review effectiveness of actions (4.5.3)
- ▶ **Audit** the system (4.5.5)
- ▶ Finally carry out a “health check” through **Management Review** and implement improvements and necessary changes (4.6)

Hints and Tips for an effective EMS

- ▶ Work from simple basics – do not complicate matters unnecessarily
- ▶ Strong top management **commitment** and leadership, is essential
- ▶ **Involve** all levels of the organisation in the creation of the EMS, to achieve **ownership**
- ▶ Try working on a risk basis, focussing on what is really important first
- ▶ Pareto effect – try to make small directed efforts to achieve a larger result

Hints and Tips cont.

- ▶ Avoid buying an “off-the shelf” package or having an external consultant do it all for you
- ▶ Provide basic awareness training in the standard ISO 14001 to a select team to become the internal ‘champions’ for the system, as well as senior management
- ▶ Have facilitator assistance
- ▶ Reflect realities in the system
- ▶ Be sparing with your objectives

Words to Remember for Success

- ▶ COMMITMENT
- ▶ COMMUNICATION
- ▶ CONSULTATION & INVOLVEMENT
- ▶ CONVERSATION
- ▶ COLLABORATION
- ▶ COOPERATION
- ▶ CREDIBILITY
- ▶ COMPLIANCE
- ▶ COMPETENCE and UNDERSTANDING
- ▶ CULTURE – Attitude, Alignment, Acceptance, Expectations
- ▶ TRAINING & AWARENESS
- ▶ ENGAGEMENT & OWNERSHIP

The future of ISO 14001 - 1

- ▶ The 2004 version has been revised and re-drafted as a new Draft International Standard, ISO/DIS 14001:2014 (now subject to review)
- ▶ The structure has been set to a high level framework, to be common to all future similar ISO management system standards (including Quality 9001, and future OHS 45001)
- ▶ A key focus is now on considering risk, in 'Risk-based Thinking, (RBT)

The future of ISO 14001 - 2

The key clauses are expected to be as follows:

- ▶ 4. Context of the Organisation
- ▶ 5. Leadership
- ▶ 6. Planning
- ▶ 7. Support
- ▶ 8. Operation
- ▶ 9. Performance Evaluation
- ▶ 10. Improvement

Review of key concepts for an EMS

- ▶ Simple process and 'Back to basics' approach
- ▶ Management commitment
- ▶ Engagement and ownership by employees
- ▶ Risk approach to issues
- ▶ Competent staff trained to **understand** and willing to implement system
- ▶ Reflect realities
- ▶ ISO 14001 can be applied to any business or activity
- ▶ Remember the 'C' words and others

Questions?



Thank you

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