

What is an Environmental Management System (EMS)?

ISO 14001 is for **environmental management**.

This means what the organisation does to:

- **minimize harmful effects** on the environment caused by its activities
- conform to applicable **legal, regulatory and other requirements**
- achieve continual improvement of its **environmental performance**

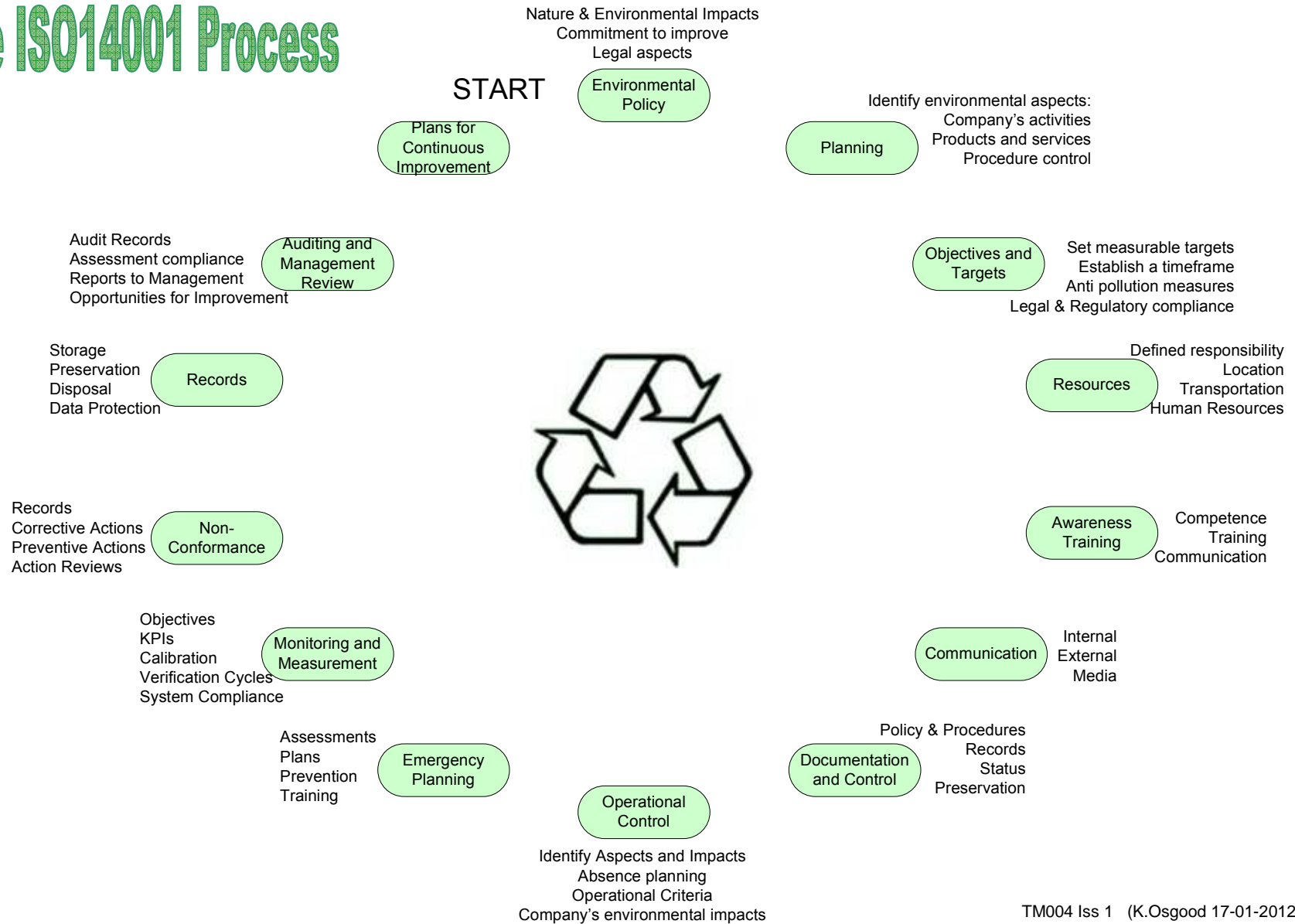
Why have an EMS?

- Improve management of environmental impacts
- Set targets to reduce energy use, water use & waste to landfill
- Initiate and maintain procedures to improve efficiencies including:
 - Environmentally friendly purchasing procedures
 - Preferred business travel option
- Define key responsibilities for achieving targets
- Monitor and measure environmental performance against key indicators
- Regularly assess progress towards achieving set objectives
- Ensure due diligence and ongoing consideration of legal and other environmental requirements
- Achieve cost savings
- Show leadership, nationally and/or internationally
- Obtain competitive advantage
- May be required by clients, customers and/or regulators
- Build goodwill from customers, employees and stakeholders

The Environmental Policy

- Sets the direction for the way the organisation plans to manages its environmental impacts
- Set by executive management
- Acts as the pinnacle of the EMS
- Includes commitments to pollution prevention, legal compliance & continual improvement
- Includes framework for objectives & targets
- Must be effectively communicated & maintained

The ISO14001 Process



EC's Environmental Policy*

- Founded in 1984, EC Electronics Ltd recognises the importance of environmental issues and is committed to sustainable development by achieving an economic balance between environmental management and business activities.
- To meet this commitment we shall:
 - ***Gain and maintain UKAS accredited certification to BS EN ISO 14001.***
 - ***Demonstrate our commitment to preventing pollution by identifying any harmful effects our operations have on both the local and global environment and setting objectives and measurable targets.***
 - ***Regularly review this policy and associated objectives and targets to aid continual improvement.***
 - ***Comply with all relevant legal, regulatory and industry requirements as a minimum standard of performance.***
 - ***Train staff in this policy and enlist their support in improving the Company's performance.***
 - ***Liase with our clients and suppliers on potential environmental issues and work with them to address concerns.***
- The Environmental Policy and subsequent Action Plans will be published, communicated to all our staff and displayed on notice boards throughout our premises, in general communication and on our website. Our Environmental Management System is subject to full review at our Management Review Meeting by our Management Review Team.

* Check for latest version

Legal and Regulatory

Environmental Protection Act 1990/2011	Contain and control waste, manage disposal, waste transfer notes, records
Packaging (Essential Requirements) Regs 2003	Packaging imported must not contain cadmium, mercury, lead and hexavalent chromium
Noise & Statutory Nuisance Act 1990	Control of waste, litter, noise, smoke, dust, odour, stagnant water, insects, vermin, artificial light, general appearance
Hazardous Waste (E&W) Regulation 2009	Storage, containment, identification, use, disposal, emergency planning
Waste (E&W Regs 2011)	Management of waste, selection of carriers, carrier's licence, waste transfer notes, SIC (standard Industrial Classification) Since Sep 2011 waste hierarchy.
Producer Responsibility Obligations (Packaging Waste) Regs 2010	Not relevant until we produce for than 50 tonnes – has to be justified.
WEEE	(Waste Electrical and Electronic Equipment Regulations) Probably exempt – seeking clarification
RoHS	(Restriction of Hazardous Substances Directive) Control of lead, cadmium, Mercury, Hexavalent Chromium, Polybrominated Biphenyls, and Polybrominated Diphenyl Ethers in manufacture
REACH	(Registration, Evaluation, Authorisation and restriction of Chemicals Regulations).



Individual Responsibility

Ensure waste is placed in a space-efficient way and in the correct bins:

- **BLUE EXTERIOR BINS (1100 Ltr):**

These are labelled 'Card and Paper Only' but this is an incomplete list. We need to put the following waste in these:

Card and paper (all types), Soft plastics, like shrink wrap, bubble wrap, any packaging, any plastic bottles like milk bottles, tin cans like drink cans or food tins (contained in blue bags provided). **NOT** any food waste, garden waste, builders waste, wood materials or metal (other than drinks cans).

- **INTERNAL WASTE COLLECTION POINTS**

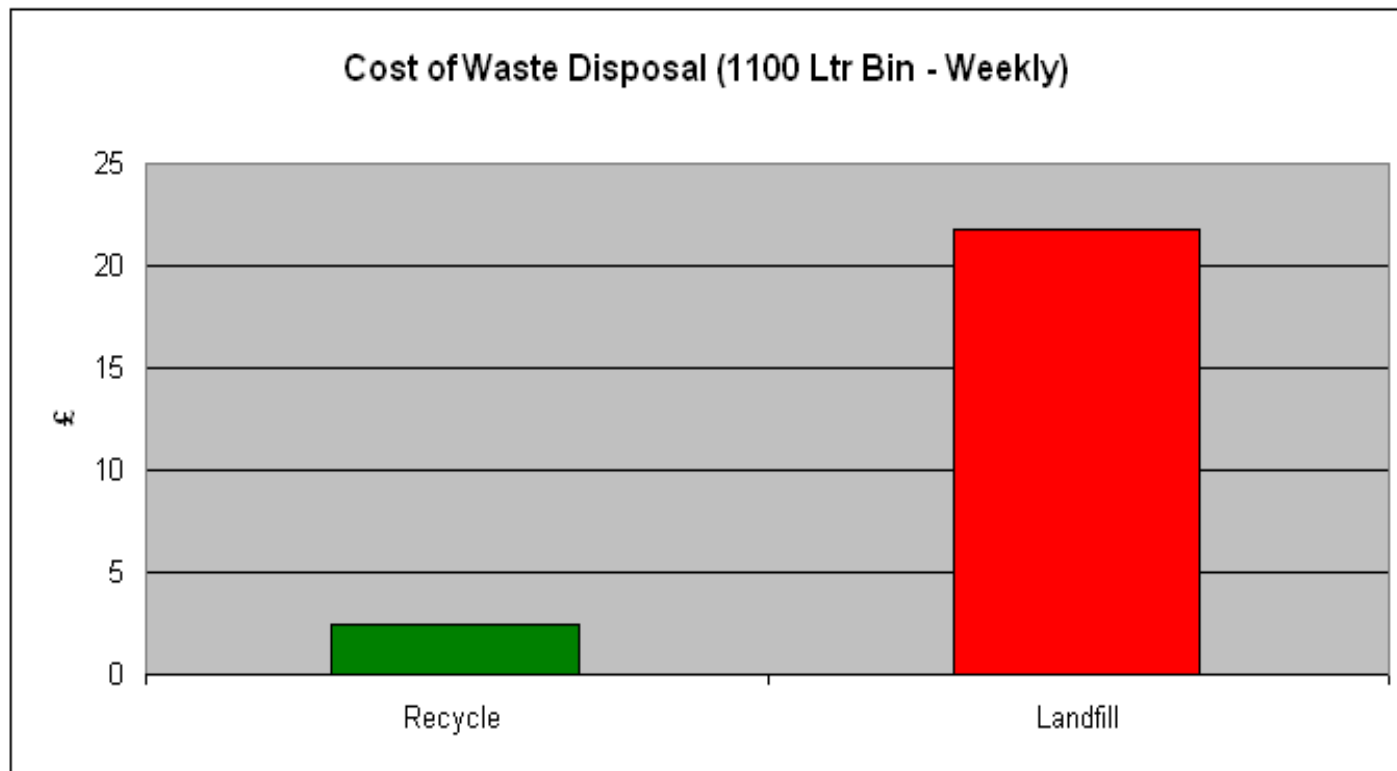
Paper (all currently considered confidential waste and shredded before recycling)
Batteries, Fluorescent tubes, Ink/toner cartridges, Electrical and electronic waste, Farnell bins for SMD waffle trays and component reels, Waste wire, Dross from wave soldering machine (Romania)
Other hazardous waste

- **GREY EXTERIOR BIN (1100 Ltr) – LANDFILL**

All waste not covered above

Clearing waste (litter claw)

Individual Responsibility cntd



Individual Responsibility cntd

- Turn off lights in areas not in use
- Minimise paper usage
- Turn off taps
- Correctly dispose of hazardous waste (including containers)
- Consider improvements
- Report incidents