

The quickest way to understand and implement International Standards

**iguru** Store

*White Paper of  
Environment Management  
System*

**ISO 14001:2015**

# Table of Content

S#	Topics	Page
<i>i.</i>	<i>Abstract</i>	<i>01</i>
<i>ii.</i>	<i>Structure</i>	<i>02</i>
<i>iii.</i>	<i>Auditable clauses</i>	<i>02</i>
<i>iv.</i>	<i>Documented information</i>	<i>02-03</i>
<i>v.</i>	<i>PDCA Plan</i>	<i>04</i>
<i>vi.</i>	<i>Annex-L</i>	<i>05</i>
<i>vii.</i>	<i>Who can adopt EMS</i>	<i>05</i>
<i>viii.</i>	<i>Benefits of ISO 14001:2015</i>	<i>06</i>
<i>ix.</i>	<i>Key performance indicators</i>	<i>06</i>

## ABSTRACT

White Paper of 'Document Kit of ISO 14001:2015' has been established by **iguruStore** for the users to understand its values through benefits and expected recourses to be utilized by the organization.

The ISO 14001:2015 standard is one of the most widely known standard for environment management system to achieve customer satisfaction as outcome, is implemented by over 300,000 organizations in 171 countries.

The ISO 14001 standard has become an international reference of Environment Management requirements in business-to-business relationships to sustain green environment locally and globally.

### **ISO 14001 helps organizations of any type and size with “Environment Management System” including:**

- It supports environment related requirements of regulatory and interested parties
- Environment friendly reputation
- Enhancement of PDCA cycle
- Achieving improvement through more improved risk based strategy
- Downsize the hazardous impact to open environment
- Encourage the corporate relationships to secure global environment

The standard has earned a worldwide reputation known as the “Environment Management System”, which can be applied to any organization, large or small, whatever its business, products or Services.

“Management system” refers to the organization’s structure for managing its processes or business activities.

ISO 14001 standard provides the practical tools to the organizations to achieve their environment targets meeting to reduce maximum significance of impacts of associated aspects.

The family of ISO 14000 carries many standards for auditing requirements and guidelines for better implementation planning before execution. EMS standard requires more the environment objectives more the improvement will be achieved.

**The aim of iguru is to ensure the availability of resources to the user form the apart of professional documentation for intended use of any management system that is required during internal and external/ certification audits.**

**Those kits can also be used for second party/ customer audit requirements reference to the proper use of guidelines. Refer to ‘Kit of Implementation’.**

## WHAT IS THE CHANGE

### STRUCTURE

ISO 14001:2015 will be based on Annex-L – a high level structure (HLS) that brings a common framework to all ISO management systems. This helps to keep consistency, align different management system standards, offer matching sub-clauses against the top-level structure and apply common language across all standards.

### AUDITABLE CLAUSES

***4- Context of Organization***

***5- Leadership***

***6- Planning***

***7- Support***

***8- Operation***

***9- Performance Evaluation***

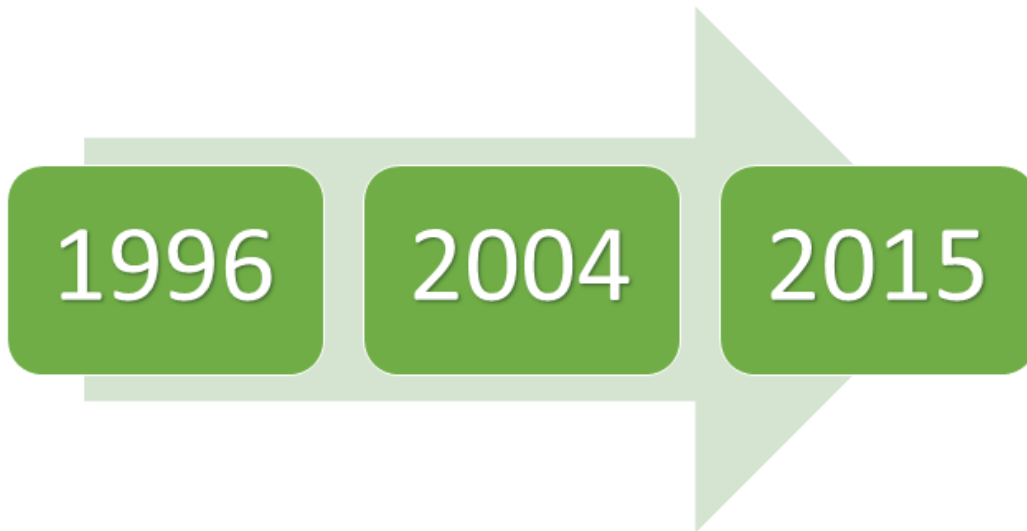
***10- Improvement***

### DOCUMENTED INFORMATION

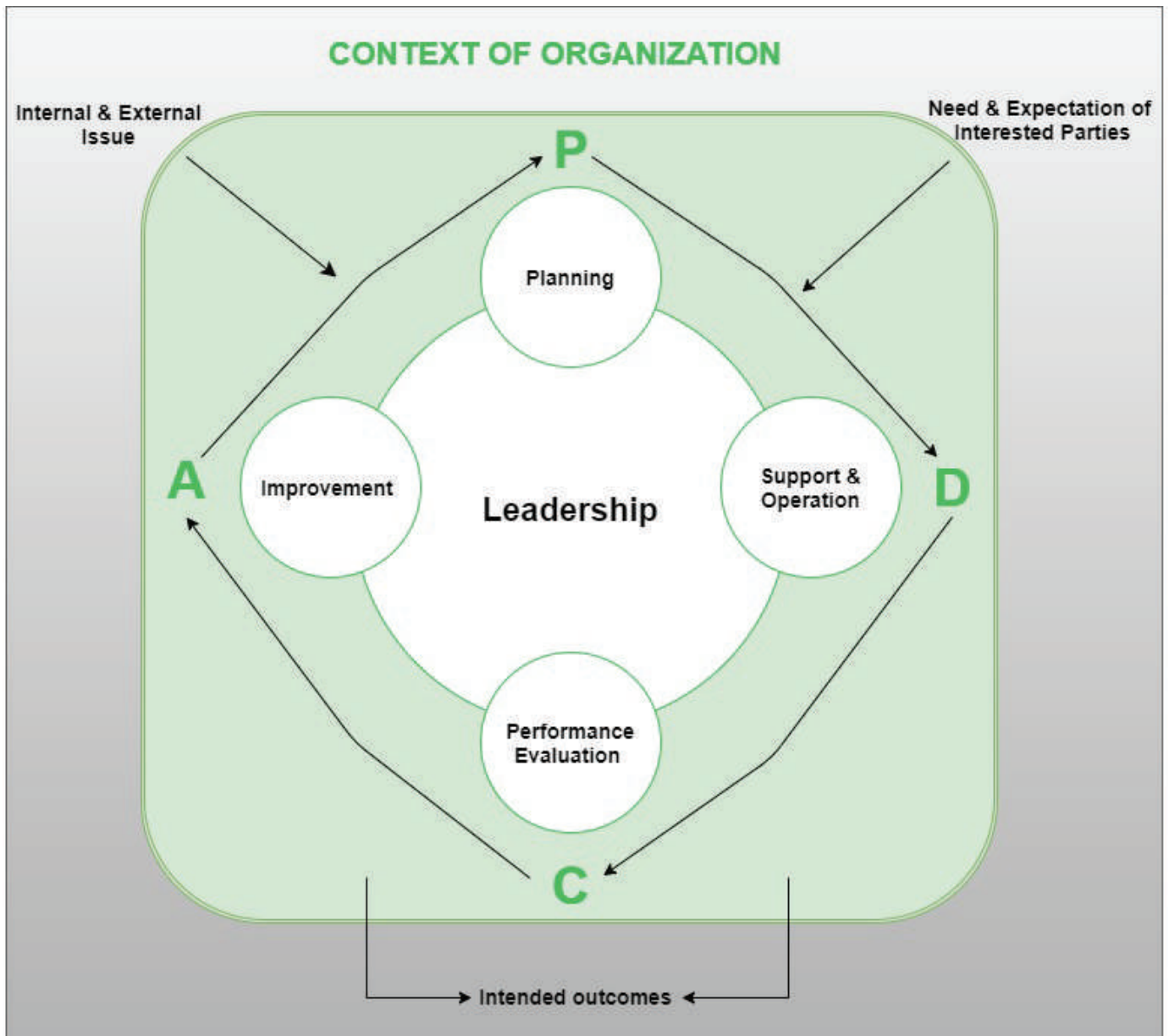
As part of the alignment with other management system standards a common clause on 'Documented Information' has been adopted. The terms "documented procedure" and "record" have both been replaced throughout the requirements text by "documented information". Where ISO 14001:2004 would have referred to documented procedures (e.g. to define, control or support a process) this is now expressed as a requirement to maintain documented information.

## 09 Requirements of Documented Information

- 4.3. Scope of the EMS.
- 5.2. Environmental policy.
- 6.1.1. Risk and opportunities to be addressed and processes needed.
- 6.1.2. Criteria for evaluation of significant environmental aspects.
- 6.1.2. Environmental aspects with associated environmental impacts.
- 6.1.2. Significant environmental aspects.
- 6.2. Environmental objectives and plans for achieving them.
- 8.1. Operational control.
- 8.2. Emergency preparedness and response.



### PDCA MODULE



## ANNEX-L

### A new high level structure for all management standards

Annex-L, is a type of structure that was introduced by ISO technical committee to eliminate the gap among all its management standards. This provides the framework of 'common structure' with similar use of terms, definitions, clause patterns and easy integration of standards for organization at the same time.

#### The common structure of standard requirements:

**Clause 1:** Scope

**Clause 2:** Normative references

**Clause 3:** Terms and definitions

**Clause 4:** Context of the organization

**Clause 5:** Leadership

**Clause 6:** Planning

**Clause 7:** Support

**Clause 8:** Operation

**Clause 9:** Performance evaluation

**Clause 10:** Improvement

## WHO CAN ADOPT EMS

Though any company who belongs or associates to manufacturing of goods has to adopt ISO 14001:2015 standard and its document kit to penetrate its business processes into environment management system it includes:

- Industries
- Trading Companies
- Waste disposal institutes
- Foods sectors
- Packaging sectors
- Recycling organizations
- Printers
- Textile
- Consultants

**The quick contact to igurustore shall be in benefit to introduce your organization for true means of ver. 2015 with effective implementation. igurustore is passionate to deliver for the change and integration with similar standards.**

## BENEFITS OF ISO 14001:2015

- Using this standard significant growth will be observed in Profit, Cost cutting, Risk reductions, less rejections, less nonconformities and less customer complaints.
- Identify cost savings with greater emphasis on resource, waste and energy management.
- Develop the corporate image and credibility.
- Quantify, monitor and control the impact of operations on the environment, now and in the future.
- Ensure legislative awareness and compliance.
- Improve environmental performance of supply chain.
- Protect the company, assets, shareholders and interested parties.
- Potentially decrease public liability insurance costs for your organization.
- Grow your access to business partners and potential customers.
- Increase credibility among business associates.
- Be confident through internal auditing, organizational knowledge and management reviews.
- Successful achievement of goals through encouraging the continual improvement.

## KEY PERFORMANCE INDICATORS

- *Risk Based Strategy*
- *Resources of mother nature*
- *Organizational Emissions*
- *Release of Energy*
- *Release of Waste*
- *Monitoring & Measurement of Performance*
- *Continual Improvement*

**igurustore ensures to provide the essence of all the core principles of ISO 14001:2015. Previously obsoleting the eight principles by introducing seven principles to adopt EMS standard for any kind of industries, working sector, volume and ergonomics.**





## CONTEXT OF ORGANIZATION

Environment Management System has its new requirements following the newest version 2015 of Annex L (HLS) which describes the requirement for the organization to establish a mechanism to determine its context relevant to the “Environmental Aspects and Impacts” of the organization with respect to the business processes including products, associated services or pure services are being delivered including supply chain. i.e. suppliers, contractors.

Context of the organization raises the opportunity for the organization to understand its internal and external environment refers to the business process and strategies in the context of “Environmental Aspects and their Impacts” it remains challenging to mitigate those issues using risk-based thinking strategy which has been introduced in this standard of EMS very first time.

Business scope is the second vital element of this clause where the organization has to highlights the limitations of the business process and their associated risks. i.e. processes, locations, remote access, Online access, supply chain location.

Monitoring the needs and expectation of interested parties to ensure the conformity of EMS at all level to avoid any noncompliances with regards of “Legal, stakeholders requirements (Shareholders, employee, suppliers, contractors, competitors).

- ***Understanding the organization and its context***
- ***Understading the needs and expectation of interested parties***
- ***Determining the scope of environment management system***
- ***Environment management system***



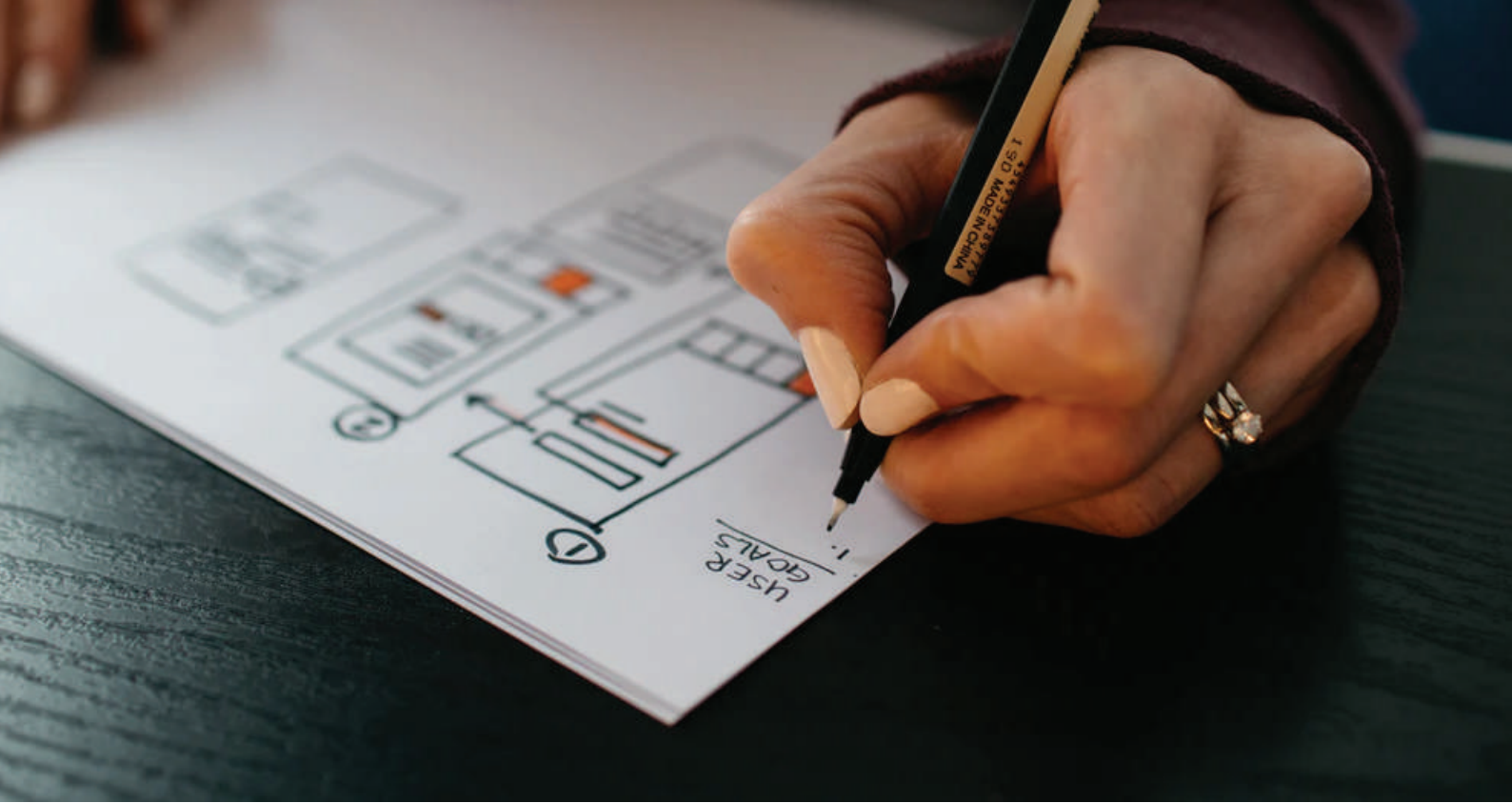
## LEADERSHIP

In any organization leadership plays a vital role that creates opportunities for the growth of the organization and its interested parties. Therefore, EMS standard requires from organizations to establish a mechanism to demonstrate a working environment in the support of policy making, identifying the roles and responsibilities to the right persons for the right job and flourish the environment of EMS conformity following the legal and other requirements in form of compliance obligations. Leadership ensure to mitigate the issues that deviates its EMS policy and objectives.

Introducing a road map for employee to direct them to achieve the goals of EMS compliances by identifying the PDCA model, creating roles and assigning them responsibilities and authorities.

Establishing the policy as a comprehensive statement to deliver the central idea of the organization for the EMS.

- ***Leadership and commitment***
- ***Environment policy***
- ***Organization roles, responsibilities and authorities***



## PLANNING

In this part of the EMS standard, the organization must consider its planning using 'Proactive Approach'. A risk-based thinking strategy. i.e. designing the methodology for the mitigation of internal and external negative and positive risks associated to the organizational aspects and impacts of the business processes for both product and services.

Setting EMS objectives to achieve those mitigation actions or new milestone to achieve the goal of EMS compliances. Through the help of measurable objectives organization can identify and achieve its milestones. i.e. reduction is wastage, raising the green programs, introduce yourself a care taker of environment in the industry.

- ***Actions to address risks and opportunities***
- ***EMS objectives and planning to achieve them***



## SUPPORT

The successful implementation requires support activities that consist of resources, competent people of the organization, periodically well aware of the issues, communication channels, and documented information to maintain the records.

This organization must assign a team of skilled employee to ensure the execution of support activities.

- ***Resources***
- ***Competence***
- ***Awareness***
- ***Communication***
- ***Documented information***





## OPERATION

All the organizational issues including risks associated to the environmental risks and impacts are controlled through “Operational planning and control” using environment policies and objectives that can avoid the deviations with accordance to the planning during the implementation of operational controls and evaluate their effectiveness.

In the events of emergency organizations have to be prepared pro-actively, in this regard a planned standard operating procedure to be developed and be followed against the exposure of any incident as an effective response.

- ***Operational planning and control***
- ***Emergency preparedness and response***



## PERFORMANCE EVALUATION

Measuring the performance of environment management system - resource depletion, waste generation, environmental incidents, risk and opportunities identified by the organization using data, statistical analysis with the help of softwares.

To monitor overall EMS performance, an "Internal Audit" is a mandatory requirement to be met by the organization by following the documented and systematic procedure through competent and skilled auditor to get the realistic outcomes of the audit.

Management reviews to sum up the overall performance in the form of reviews in the presence of top management or leadership to investigate the matters intensely making new decisions, objectives, and through change management changing the risks treatments.

- ***Monitoring, measurement, analysis, and evaluation of environment performance***
- ***Internal Audit***
- ***Management Review***



## CONTINUAL IMPROVEMENT

During the execution of operational activities, EMS must face deviations against its plan, which is called non conformance, that must be resolved by this improvement clause, taking into consideration correction and corrective action against the failures to mitigate them and covert their status from nonconformity to the conformity.

Encourage continual improvement to enhance quality management system by by following the policies, SOP's, safe working instructions and risk assessment control plan.

- ***General***
- ***Nonconformity and corrective action***
- ***Continual improvements***



Document Kit | Internal Audit Kit | Online Consultation

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ISO 9001:2015    ISO 14001:2015    ISO 45001:2018    ISO 50001:2018

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ISO 27001:2013    cGMP    ISO 22000:2018