

## BS EN ISO 14001 : 2004 Environmental Management System

ISO 14001, the most widely used Environmental Management Systems (EMS) in the world, is a management system standard which specifies the requirements for the formulation and maintenance of an EMS. It can be used as a tool by organisations to focus and guide environmental aspects, activities, processes and services by focusing on how they interact with the environment, such as emissions to land, air and water.

BS EN ISO 14001 : 2004 is based on a PLAN-DO-CHECK-ACT cycle, common with other management system audits such as BS EN ISO 9001 : 2008 and can be applied to small, medium or large organisations. If your organisation already has BS EN ISO 9001 : 2008 in place, many of the ISO 14001 requirements will already be covered.

### Why the BBA?

- the only UK body approved by UKAS to offer management system registration, product certification and product approvals
- focused on the construction industry
- auditors that are familiar with construction manufacturing processes and techniques
- single point of contact throughout the certification process.

### Features and benefits

- improved efficiency, reduced costs and increased productivity
- management and improvement of performance in key areas such as waste reduction and increased recycling rates
- management of environmental issues
- verification of regulatory compliance with current and future legislation
- reduced risk of non-compliance and subsequent costs/prosecutions
- prevention of pollution
- employee awareness of environmental issues and responsibilities.

### Application and quote

Upon request, a simple questionnaire can either be e-mailed direct or completed over the phone with the guidance of BBA staff. Based on the information provided, a quote will be produced and once accepted, a dedicated auditor will be assigned who will guide you throughout the environmental assessment process.

### Document review

Used as the first step in the assessment process a document review can be conducted either on or off site.

### Pre-assessment visit

A dry run pre-assessment audit can be undertaken upon request and can help prepare your organisation for the actual assessment and review your current EMS.

### Stage 1

This is conducted on-site and used to provide a focus for planning audit (stage 2) by gaining an understanding of the EMS environmental aspects and associated impacts, policy, objectives and in particular, the organisation's stage of preparedness for a full assessment. An assessment plan will be produced and a date confirmed for stage 2. Any findings identified will need to be addressed before progressing to stage 2.

### Stage 2

Confirms that the organisation adheres to its own policies, objectives and procedures and that the EMS conforms with ALL the requirements of the standard and is achieving the policy objectives. This is done by sampling of activities and processes defined in the scope of assessment. A report including any non-compliances or potential non-compliance is produced and a date confirmed for the first surveillance.

### Recommendation

A recommendation will be made by the auditor at the closing meeting. Any major non-conformities identified will need suitable corrective action by the organisation and verification prior to a certificate being issued.

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