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# ISO 14001:2015

## Control of Environmental Aspects & Impacts

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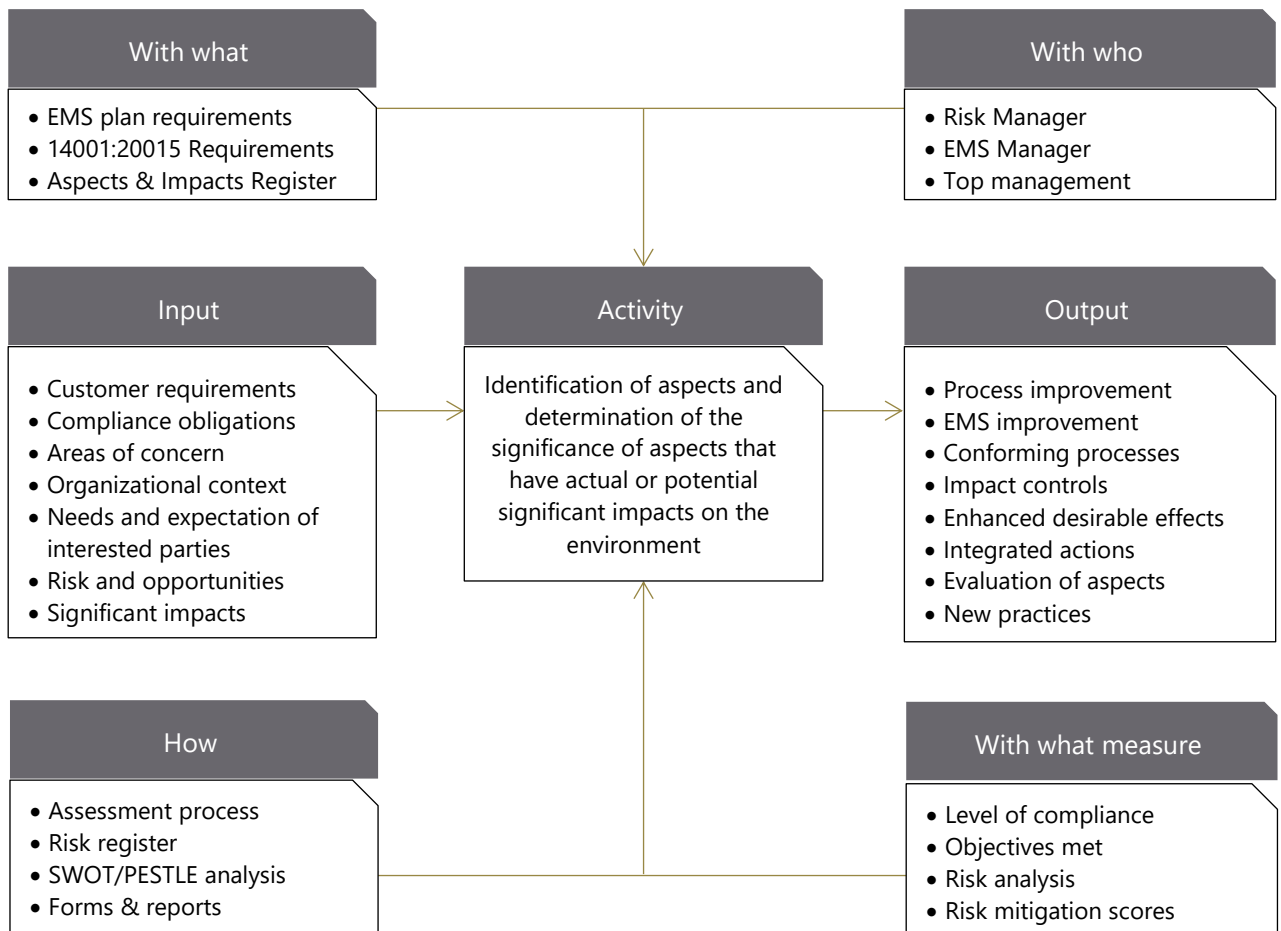
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# 1 Control of Environmental Aspects & Impacts

## 1.1 Introduction & Purpose

The purpose of this procedure is to outline **your organization's** methodology for identifying environmental aspects relating to our operations and product life cycle, and for the subsequent determination of the significance of related impacts that may have actual or potential significant impacts on the environment.

### 1.1.1 Process Activity Map



### 1.1.2 References

Standard	Title	Description
BS EN ISO 14001:2015	Environmental management systems	Requirements
BS EN ISO 14004:2016	Environmental management systems	Guidelines for implementation
BS EN ISO 19011:2011	Auditing management systems	Guidelines for auditing

### 1.1.3 Terms & Definitions

Term	Definition
Documented Information	Information required to be controlled and maintained
Aspect	An element of our operations and activities that interact with the environment
Impact	The degree to which an aspect may affect our operations and the environment

## 1.2 Application & Scope

This procedure describes the steps that **your organization** takes to ensure so far as is reasonably practicable that environmental impacts and health and safety hazards are identified, assessed and controls implemented to eliminate or mitigate the risk as far as is reasonably practicable. Consideration of past activities, current activities and new customer requirements are taken into account.

The **Environment & Sustainability Manager** and **Process Owners** actively identify aspects and mitigate impacts associated with their activities with the goal of achieving sustained benefit within that activity. All **Process Owners** are responsible for:

1. Identifying associated environmental impacts of products, activities and services;
2. Considering the lifecycle perspective with respect to:
  - a. Environmental impacts within the supply chain;
  - b. Environmental impacts associated with product use;
  - c. Environmental impacts of end-of-life treatment and/or disposal;
  - d. Consideration of the lifecycle perspective of procured goods and services.
3. Maintaining documented information regarding environmental aspects and significant impacts;
4. Prioritizing issues that could affect intended outcomes:
  - a. Enhancement of environmental performance;
  - b. Fulfilment of compliance obligations;
  - c. Achievement of environmental objectives;
  - d. Plus any additional issues that we set for ourselves.

## 1.3 Environmental Aspects & Impacts Management Process

All business activities are assessed to ensure that any changes to processes and operations do not result in adverse environmental impacts. On occasions where **your organization** does not have a degree of control or influence over the environmental aspect, details are recorded in the *Environmental Aspect & Impact Register* for management review.

### 1.3.1 Context

Environmental aspects are identified by taking into account all business activities to ensure that all resulting impacts that result from our processes, activities and operations are identified and assessed. Where reasonable, both direct and indirect significant impacts are considered for mitigation and are recorded in the *Environmental Aspect & Impact Register*.

### 1.3.2 Identification of Aspects

Using the *Environmental Aspect & Impact Register* the **Environment & Sustainability Manager** and **Process Owners** identify all raw materials, chemicals and utilities that are used as process inputs and all outputs such as products, services and by-products. Outputs are considered as products, the waste produced, levels of recycled materials, quantities of water discharge and air emissions for each process or activity.

Following the identification of environmental aspects, their impacts on the environment are calculated and an impact rating is assigned. All of the organization's activities are considered when identifying actual and potential environmental aspects and impacts whilst taking account of:

Provide the rationale for S or N in the appropriate column. Risk assessments are undertaken to provide an improved understanding of the impact's profile and to derive a more detailed understanding of certain cost and time risks. Forecast probability, cost and time data is assessed for each impact based on the causes and effects described, taking into account the existing controls and active responses.

1. All aspects which elicit concerns of stakeholders, interested parties and our organization are regarded as significant, if necessary controls have not been implemented;
2. All aspects which are subject to environmental legislation are regarded as significant, and therefore noted as having a high impact/risk, if there is a breach or potential breach of legislation;
3. All aspects where insufficient information is available to make a reasoned judgement are regarded as significant until further information is available.

Probability or likelihood estimations are established giving due consideration to the effectiveness of existing control measures. The consequence evaluation criteria define the consequence criteria, assessed against potential financial loss, reputation impact, health and safety, legal and regulatory compliance and management time and effort.

### 1.3.4 Impact Rating

An inherent risk rating represents the level of risk in the absence of a controlled environment and is arrived at after measuring the likelihood and the consequence of an event occurring. For each impact that is identified, an evaluation is undertaken to assign a specific score in order to determine the correct level of action.

Impact criticality (Table S1) is calculated by multiplying the likelihood (Table S2) by the consequences of risk (Table S3). The resulting score (Table S4) is then used to prioritise the appropriate level of action.

#### Impact Criticality (S1)

Likelihood of Occurrence (L)	Consequence Rating				
	Catastrophic	Major	Moderate	Minor	Negligible
Almost Certain	25	20	15	10	5
Likely	20	16	12	8	4
Possible	15	12	9	6	3
Unlikely	10	8	6	4	2
Rare	5	4	3	2	1

#### Likelihood (S2)

Score	Likelihood	Description	Percentage	Probability
1	Rare	May only occur in exceptional circumstances	<0.1%	1 in 1,000
2	Unlikely	Could occur during a specified time period	1%	1 in 100
3	Possible	Might occur within a given time period	10%	1 in 10
4	Likely	Will probably occur in most circumstances	50%	1 in 2
5	Almost Certain	Expected to occur in most circumstances	>95%	1 in 1

#### Consequences (S3)

Score	Impact	Environmental Impact
1	Negligible	Slight, no potential risk of environmental impact

1.7 Aspects & Impacts Process Map

