

MARWOOD QUALITY PROCEDURE MQP36 ENVIRONMENTAL MANAGEMENT

1. Purpose

The purpose of this procedure is to address the requirements of ISO 14001 that are associated with the business activities of the Marwood Group. The core elements of the management system and their interaction are described in this procedure and the Company's QUENSH Manual.

2. Responsibilities, Training and Competence

The Engineering Director has the responsibility for ensuring that the environmental management system complies with ISO14001 and reports on the performance of the system as a basis for improvement.

Training needs regarding environmental controls are identified at induction and annual appraisals and are related to the aspects and impacts identified in the risk assessment and requirements given in the MQP procedures. Training needs will also be addressed during internal audits

3. Identification of Environmental Aspects and Impacts

The Quality Director maintains and up-dates a formal risk assessment which identifies the environmental aspects and impacts of the Company's activities. This risk assessment is formally reviewed and up-dated at 6 monthly intervals prior to the management reviews.

4. Identification of Legal and Other Requirements

The Engineering Director maintains a register of legal and regulatory requirements relating to the Company's locations, products and processes and significant environmental aspects. The register is updated from the Department of the Environment and other web sites and is reviewed and confirmed for each management review.

5. Setting and Reviewing Objectives and Targets

Overall environmental objectives are set and reviewed at management review meetings. The Quality Director maintains an improvement programme. This programme is updated with objectives from the management review and is augmented with the necessary detail, responsibility and time frame needed to achieve the objective, including any supplementary targets.

6. Operational Control

The controls needed when significant environmental aspects have been identified related to the Company's activities are formalised in MQP procedures. The relevant personnel are made aware of the controls and the environmental consequences of their activities.

7. Emergency preparedness and response

Emergency situations having the potential to cause significant environmental impact are identified by the risk assessment. Where appropriate the controls are formalised within the relevant operating procedure. The Quality Director is responsible for the maintenance and issue of emergency procedures for yard and workshop areas. Where appropriate, procedures are reviewed after the occurrence of emergency situations.

8. Monitoring and measurement

The Company identifies and monitors the key characteristics identified within its environmental risk assessment: The Company does not use any measuring or monitoring equipment that requires calibration to assess any characteristics key to its environmental aspect. Prior to each management review the Quality Director shall review the register of relevant legislation and determine whether any measurements are needed to evaluate compliance with relevant environmental legislation and regulations. The Register is used as the basis of an internal audit carried out at least annually to evaluate compliance with legislation.

9. Non-conformance and corrective and preventive action

Complaints from interested parties (neighbours, local authorities etc.) and problems and opportunities identified internally (through audit or otherwise) are recorded and progressed as defined within MQP8

10. Environmental management system audit

Internal environmental management system audits are integrated within audits of the QUENSH management system. The audit schedule reflects the significance of the environmental aspects of the area or function being audited. Audits are carried out by personnel with some training in environmental auditing and who are deemed competent by the Quality Director. The audit procedure is defined within MQP5

11. Management review

The management of quality, health and safety and the environment is formally reviewed following the agenda given in MQP18.

The management review addresses the possible need for changes to policy objectives and other elements of the environmental management system in the light of environmental management system audit results, changing circumstances and the commitment to continual improvement.

12. Terms used in Environmental Management

The following definitions are taken from BS EN ISO 14001:

Environmental Aspect

Element of an organisation's activities, products or services that can interact with the environment

Environmental Impact

Any change in the environment, whether adverse or beneficial, wholly or partially resulting from an organization's activities, products or services.

Environmental Objective

Overall environmental goal, arising from the environmental policy, that an organisation sets itself to achieve, and which is quantified where practicable.

Environmental Target

Detailed performance requirement, quantified where practicable, applicable to the organization or parts thereof, that arises from the environmental objectives and that needs to be set and met in order to achieve those objectives.

Prevention of Pollution

Use of processes, practices, materials or products that avoid, reduce or control pollution, which may include recycling, treatment, process changes, control mechanisms, efficient use of resources and material substitution.

The potential benefits of prevention of pollution include the reduction of adverse environmental impacts, improved efficiency and reduced costs.

John Hannon

Quality Director

17/12/2020

