



# ISO 14001:2015 TECHNICAL GUIDE



**BUREAU  
VERITAS**



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# ISO 14001:2015, the gold standard for ENVIRONMENTAL MANAGEMENT

Companies are facing growing regulatory and public pressure for greater **sustainability, transparency** and **accountability**. Now more than ever, organizations must adopt a systematic approach to **Environmental Management**.

The purpose of ISO 14001:2015 is to provide organizations with a framework for responding to evolving environmental and socio-economic needs. It details the processes that enable an organization to achieve its Environmental Management objectives. With the ISO 14001:2015 standard, you will be able to identify, control and monitor the environmental aspects of your organization and ensure its sustainable development.

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Companies are increasingly required to demonstrate that they take a proactive approach to environmental management. ISO 14001:2015 supports you in identifying and managing your environmental impacts and ensuring your employees adhere to your vision

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Why certify to

# ISO 14001:2015?

Certification to the **ISO 14001 Environmental Management System** standard brings a number of advantages:

- **Reduce environmental impact** by understanding risks and opportunities
- **Increase operational control** over the environmental aspects of your business
- **Better integrate environmental considerations** into business strategy
- Use certification to **optimize the performance** of your Environmental Management System
- Create a **High Level Structure** that can be seamlessly integrated with complementary management systems (e.g. Quality Management Systems, Asset Management Systems, Occupational Health & Safety system, Energy Management Systems, other ISO standards)



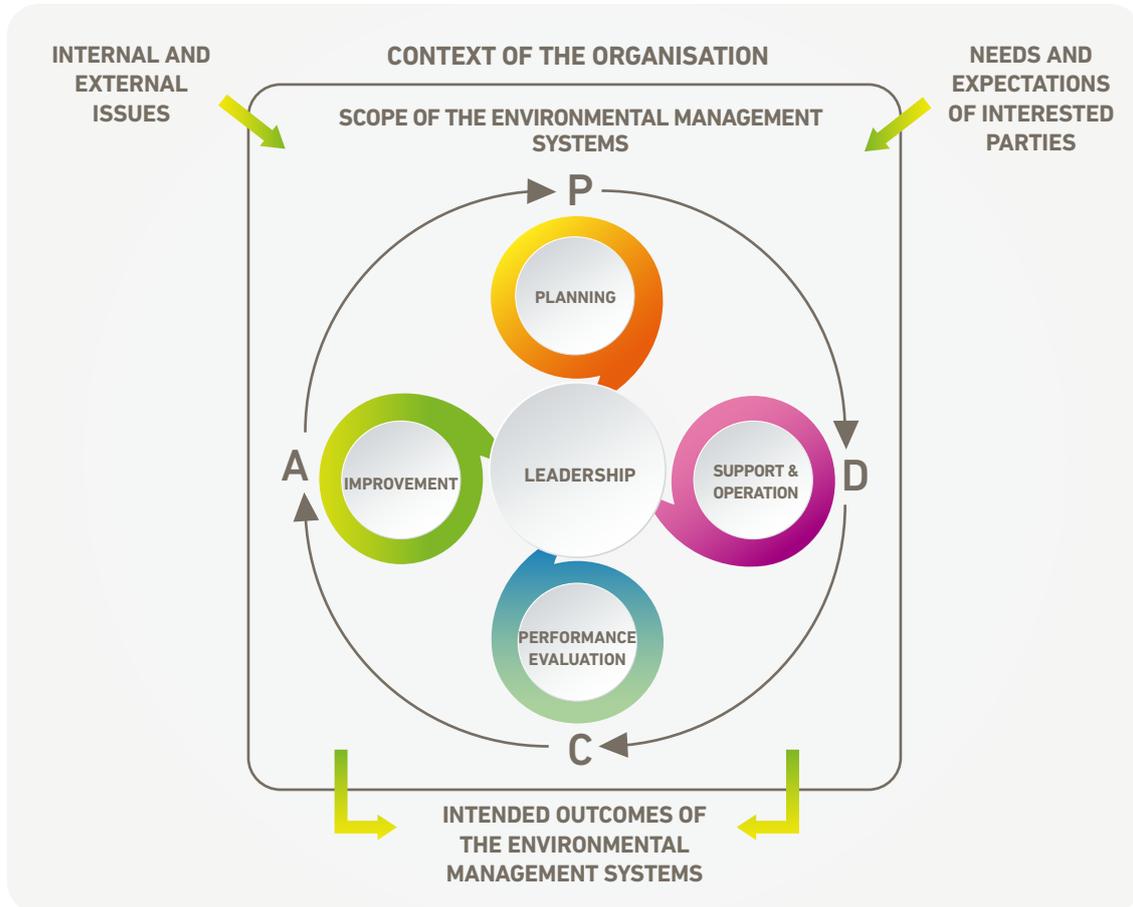
## ENHANCING ENVIRONMENTAL PERFORMANCE



According to ISO 14001:2015, managing environmental aspects associated with the purchase of products and services is not sufficient. ISO 14001:2015 raises the bar. Organizations must consider the environmental impact of all areas of their business, including product design, manufacturing processes, and the entire life cycle of products and services.

# CLAUSE-BY-CLAUSE ANALYSIS

The Environmental Management System is based on the Plan-Do-Check-Act (PDCA) model, which was designed to help organizations achieve continual improvement:



## CLAUSE 1 | SCOPE

ISO 14001:2015 **is applicable to any organization**, regardless of its size, type or the products or services it provides. All the requirements of the standard for an Environmental Management System take into account factors like the context in which organizations operate and the needs and expectations of organizations' stakeholders.

ISO 14001:2015 helps organizations achieve their Environmental Management System objectives and do good for the environment, themselves and their stakeholders.

ISO 14001:2015 shares a common High-Level Structure with other ISO standards, including the ISO 9001:2015 standard for quality management. This can make it easier for you to adopt an integrated approach to management of business risks

## CLAUSE 2 | NORMATIVE REFERENCES

## CLAUSE 3 | TERMS AND DEFINITIONS

This clause defines terms used throughout the standard.

## CLAUSE 4 | CONTEXT OF THE ORGANIZATION

Chapter 4 Context explains the requirements for an organization to identify the issues and requirements that could impact the design of the Environmental Management System, and can be used to develop the system. The requirements include the need to **explicitly identify any internal or external issues that may impact the ability of the organization's Environmental Management System** to deliver its intended results. The review includes the environmental factors that could affect your business, as well as your own environmental impacts on the outside world.

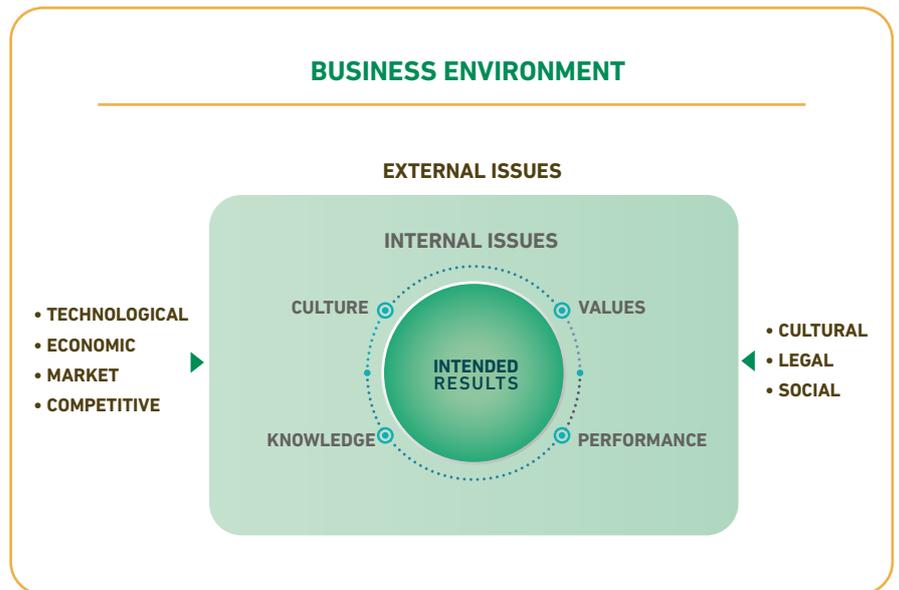
Organizations must also understand and consider the **needs and expectations of "interested parties"**—individuals and organizations that might affect, be affected by, or perceive themselves to be affected by the organization's decisions and activities. Interested parties, when it comes to environmental issues, might include customers, shareholders, governing bodies, neighbors and NGOs.

Let's take as an example a hypothetical urban cleaning company. They should refrain from using noisy equipment early in the morning in order to avoid disturbing the neighboring community.

Each organization will have its own set of relevant interested parties, and this list may change over time.

Many organizations are already monitoring internal and external issues that could potentially affect their Environmental Management System in a variety of ways. However, companies must provide concrete evidence to internal and external auditors of the existence of effective processes to address these issues.

Clause 4 also explains how to determine **the scope** of an Environmental Management System.



## CLAUSE 5 | LEADERSHIP

The implementation of an Environmental Management System requires **proactive leadership** and the **involvement of top management** in integrating Environmental Management System requirements into its business processes and identifying risks that might affect the conformity of products and services or customer satisfaction.

The environmental policy must include a commitment to improving all relevant aspects of the **Environmental Management System**—not just its **effectiveness**—and must provide a **framework** (i.e. a **process**) for setting environmental objectives.

Implementation of the new ISO 14001 begins with a wide-ranging look at all the environmental issues, risks, threats that impact your business. It is led by your senior management, demonstrating your commitment to environmental management to employees and other stakeholders

### TOP MANAGEMENT MUST BE ACTIVELY ENGAGED IN THE:

- Shaping of **mission, vision** and **strategic priorities**
- Determination of the company's organizational **context**
- **Implementation** and **maintenance** of the environmental policy
- **Communication** of the Environmental Management System throughout the organization
- Evaluation of **changes** and **trends**
- Continuous **improvement** of the Environmental Management System
- Negotiation of **stakeholder** relationships, perceptions and priorities
- Identification of **resources**

## CLAUSE 6 | PLANNING

The clause explains how to address environmental **risks** and **opportunities** as well as how to set **objectives** and plan **actions**. Organizations need to establish, implement and maintain processes needed to meet their Environmental Management System objectives. When considering objects and actions, organizations must determine:

- What will be done
- What resources will be required
- When it will be completed
- How results will be evaluated

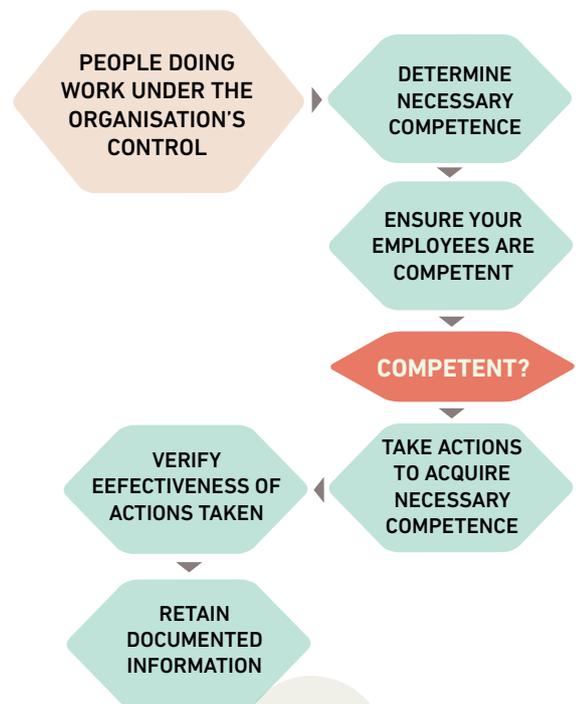
Furthermore, the organization must consider how actions to achieve its environmental objectives can be integrated into the organization's business processes.

Your Environmental Management System must be led from the top, with your senior managers holding specific responsibilities, and integrated into overall management of the business

## CLAUSE 7 | SUPPORT

Resource management is covered in the Support clause. The organization must provide the resources needed for the effective execution of the Environmental Management System and its processes. This entails a number of factors:

- The **competence** of employees whose work might affect the organization's environmental performance
- Employees' **awareness** of their company's environmental policy
- **Communication**—both external and internal—about the Environmental Management System



## CLAUSE 8 | OPERATION

Clause 8 discusses the importance of developing a **process**-oriented approach to meeting Environmental Management System requirements. It explains how these requirements must be **determined, communicated, documented** and continuously **reviewed**.

ISO 14001:2015 brings you closer to a life cycle approach, helping you manage the environmental and social impacts of your products and services throughout their entire life cycle, from selection of raw materials to end-of-life disposal

Moreover, organizations must ensure that processes—whether internal or outsourced—are adequately controlled or influenced. The potential environmental impact of processes at all stages of products' and services' life cycle must be taken into account. An emphasis is also placed on the need to be prepared for potential emergencies and how to respond to them.

## CLAUSE 9 | PERFORMANCE EVALUATION

This clause covers all **monitoring, measurement, analysis** and **evaluation activities** required by the Environmental Management System, describing the requirements in more detail:

- What needs to be monitored
- Methods for monitoring, measurement and analysis

- Evaluation criteria for Environmental Management System performance
- When performance should be monitored and measured
- When results should be evaluated
- What should be done with performance evaluation data

The clause also explains the necessity of conducting internal audits and management reviews in order to ensure the compliance and sustainability of the Environmental Management System.

## CLAUSE 10 | IMPROVEMENT

Organizations should continuously identify opportunities for improvement of their products and services in order to minimize non-conformities and achieve their Environmental Management System objectives. The clause explains how to deal with non-conformities and encourages continual improvement

## THE CERTIFICATION PROCESS

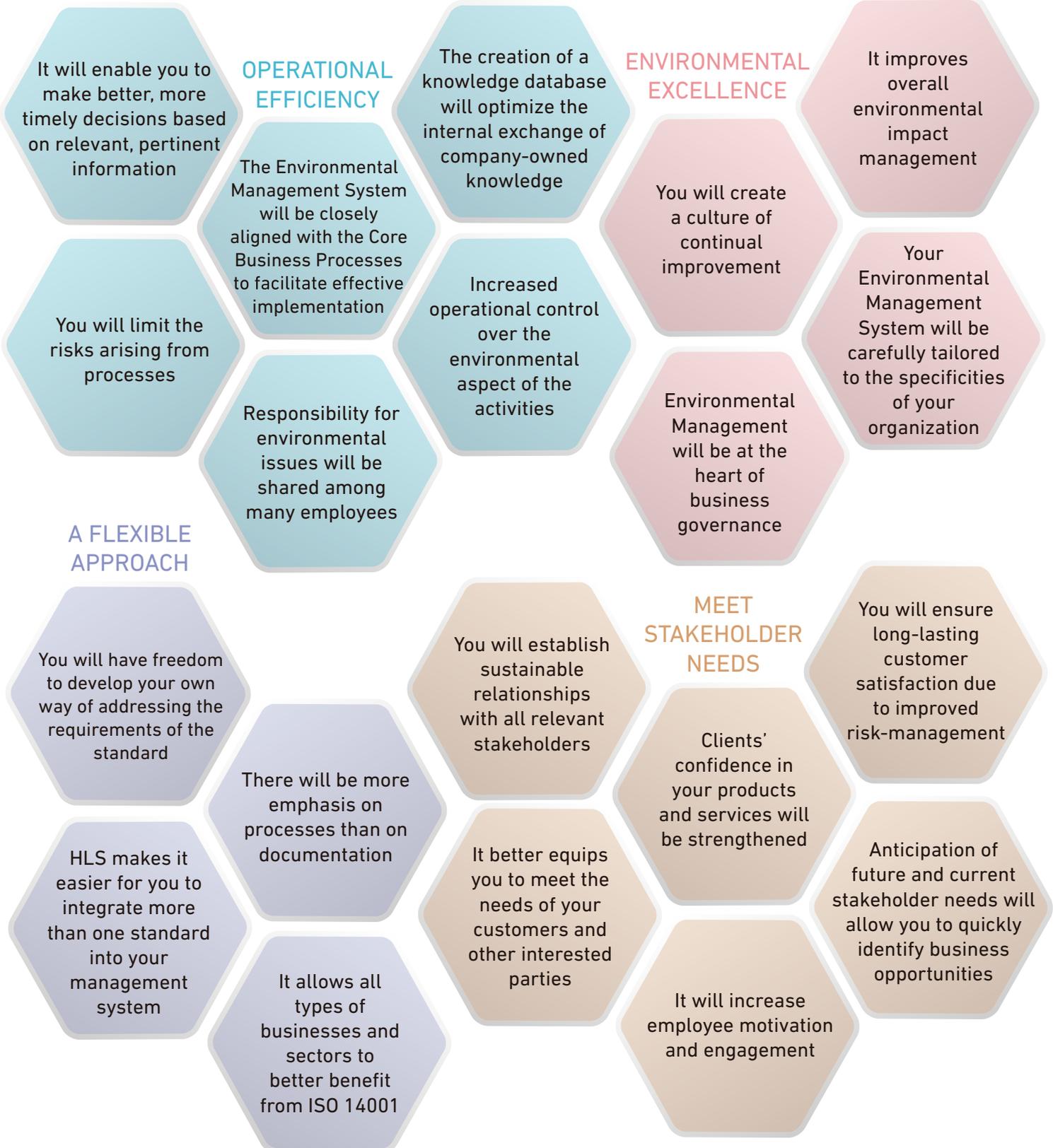


THE CERTIFICATION PROCESS TAKES FROM 6 TO 18 MONTHS

What benefits will

# ISO 14001:2015?

bring to your organization

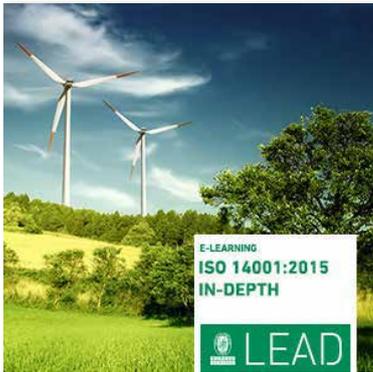


# HOW BUREAU VERITAS CAN SUPPORT YOU IN YOUR CERTIFICATION

LEAD is an e-commerce platform developed by Bureau Veritas that supports your company in its transformation journey. LEAD combines Training, Tools and Digital Certification Services.

## OUR TRAINING SYSTEM

Bureau Veritas is committed to helping your organization achieve its objectives. For this reason, we want to become your expert partner in Management Systems training. In order to better adapt to your unique needs, we have created a highly flexible training system accessible everywhere and on all platforms. Thanks to our 24/7 online system, you can manage your training experience on your own time.



With our **“ISO 14001:2015 In-Depth”** e-learning course, you will discover the clauses, sections, terms, definitions, requirements and High Level Structure of ISO 14001:2015. This course explains your company’s

Environmental Management obligations and responsibilities. The overview of the standard provided in this course will equip you with the necessary skills to get started with an Environmental Management System in your organization.

## WHY CHOOSE BUREAU VERITAS?



Deep knowledge of the regulation and the industries of our clients



World leader in inspection and certification



Technical expertise in over 140 countries



Effective international network



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