



BEYOND
SMART CITIES

**ISO 14001 LEAD AUDITOR
REFRESHER TRAINING
FOR ENVIRONMENTAL SPECIALISTS**

KRISHNAJI PAWAR, LEED AP BD+C, GSAS CGP, ISO 14001:2015, GCP
ENVIRONMENTAL SPECIALIST CURRICULUM

ENVIRONMENTAL AUDIT SPECIALIST
BEYOND SMART CITIES

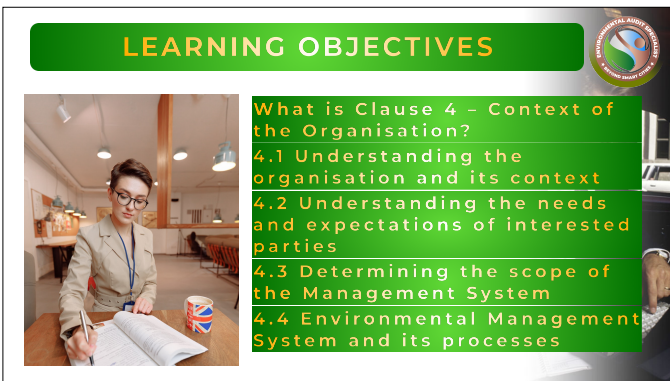


BEYOND
SMART CITIES

**CONTEXT OF THE ORGANIZATION
FOR ENVIRONMENTAL PROFESSIONALS**

KRISHNAJI PAWAR, LEED AP BD+C, GSAS CGP, ISO 14001:2015, GCP
ENVIRONMENTAL SPECIALIST CURRICULUM

ENVIRONMENTAL AUDIT SPECIALIST
BEYOND SMART CITIES



LEARNING OBJECTIVES

What is Clause 4 – Context of the Organisation?

- 4.1 Understanding the organisation and its context
- 4.2 Understanding the needs and expectations of interested parties
- 4.3 Determining the scope of the Management System
- 4.4 Environmental Management System and its processes

ENVIRONMENTAL AUDIT SPECIALIST
BEYOND SMART CITIES

4.1 UNDERSTANDING THE ORGANISATION AND ITS CONTEXT

The organization must understand the internal and external issues that can positively or negatively affect its environmental performance including, organizational culture and structure, the external environment including cultural, social, political, legal, financial, technological, economic, market competition and natural factors of significance to its performance.

The company will be required to identify all relevant internal and external issues including conditions, characteristics or changing circumstances that can affect its environmental management system and then address those requiring further attention.

EXTERNAL ISSUES INCLUDE +

- ✓The cultural, social, political, legal, financial, technological and economic conditions in which the company operates, whether at international, national, regional or local level;
- ✓The legislative framework in which the organization operates including statutory, regulatory and other forms of legal requirements;
- ✓Environmental conditions affected by the organization or which affect the organization (e.g. climate change, air quality, water quality or land contamination);
- ✓Competition and market conditions;
- ✓Key drivers and trends relevant to the industry or sector in which the organization operates.

INTERNAL ISSUES INCLUDE +

- ✓The size and complexity of the organization and the nature of activities conducted;
- ✓The strategic direction of the organization, its policies and objectives;
- ✓Organizational governance and structure, roles and accountability;
- ✓The capability and capacity of the organization in terms of resources, knowledge and competence (e.g. capital, employee competencies, processes, systems and technologies);
- ✓Information systems: information flows and decision-making processes (both formal and informal) and the time frame within which they are accomplished;

INTERNAL ISSUES INCLUDE +

- ✓The process for introducing new products, materials, services, tools, software, premises and equipment;
- ✓Organizational style and culture of the organization;
- ✓The form and extent of contractual relationships, including outsourced activities;

An understanding of the organization and its context can be achieved at a strategic level by using techniques such as SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis, and PESTLE (Political, Economic, Social, Technological, Legal, and Environmental) analysis. Alternatively a simpler approach, such as brainstorming and asking, "what if" questions may be used.

4.2 UNDERSTANDING THE NEEDS AND EXPECTATIONS OF INTERESTED PARTIES

Previously we covered Clause 4.1 Understanding the organization and its context. We discussed the requirement for the organization to understand the internal and external issues that can impact in a positive or negative manner on its environmental performance.

Such issues include organizational culture and structure, and the external environment including cultural, social, political, legal, financial, technological, economic, market competition and natural factors of significance to its performance.



4.2 UNDERSTANDING THE NEEDS AND EXPECTATIONS OF INTERESTED PARTIES +

ISO 14001 defines an interested party as "a person or organization that can affect, be affected by, or perceive themselves to be affected by a decision or activity". ISO 14001 requires the organization to determine:

- ✓The interested parties relevant to the environmental management system;
- ✓The relevant needs and expectations or requirements of interested parties;
- ✓Which of these needs and expectations are or could become compliance requirements

4.2 UNDERSTANDING THE NEEDS AND EXPECTATIONS OF INTERESTED PARTIES +



A variety of means may be used to identify interested parties, which include:

- ✓Noting who has expressed an interest in your operations;
- ✓Structured brainstorming workshops;
- ✓Using interviews and questionnaires;
- ✓Asking employees, including managers and public relations personnel;
- ✓Asking executives and heads of departments who is important to your business;
- ✓Asking the question "who are we required to provide information to because of a law, regulation, permit or licence?"



4.2 UNDERSTANDING THE NEEDS AND EXPECTATIONS OF INTERESTED PARTIES +



Interested parties may include: Employees and Employee Families; Regulatory authorities such as Local Authorities, EPA, SEPA and the Environment Agency; Owners, Shareholders and Parent Company; Suppliers, Contractors and Subcontractors; Clients/Customers; Investors and Bankers; Insurers; The Media; Local Community and Neighbours of the Organization; The General Public; The Emergency Services; Non-Governmental Organizations (NGOs) such as Greenpeace and Friends of the Earth; Professional bodies for Environmental Practitioners; Environmental Management Professionals

Some needs and expectations are mandatory because they have been incorporated into laws and regulations. The organization may also subscribe to voluntary initiatives or adopt the requirements of interested parties.

Once the organization adopts these needs and expectation, it must ensure that they are addressed when planning and establishing the Environmental Management System.



4.2 UNDERSTANDING THE NEEDS AND EXPECTATIONS OF INTERESTED PARTIES +



The organization should take the time to understand the relevant interested parties' needs and expectations and determine those relevant to the Environmental Management System, which should be addressed.



4.3 DETERMINING THE SCOPE OF THE ENVIRONMENTAL MANAGEMENT SYSTEM



Clause 4.1 requires the organization to understand the internal and external issues that can impact in a positive or negative manner on its environmental performance including organizational culture and structure, and the external environment including cultural, social, political, legal, financial, technological, economic, market competition and natural factors of significance to its performance.

Clause 4.2 requires the organization to identify relevant interested parties, their needs and expectations. Once the organization has determined and assessed its internal and external and external issues and identified the needs and expectations of relevant interested parties, it should define the physical and organizational boundaries and applicability of the Environmental Management System.



4.3 DETERMINING THE SCOPE OF THE ENVIRONMENTAL MANAGEMENT SYSTEM +



The scope of the Environmental Management System may be the whole organization or specific identified functions or sections of the organization. If the organization makes a statement that it conforms to ISO 14001, it must make the scope of the management system available to ensure it is clear to interested parties which parts of the organization are covered.

The scope of the management system should include everything under the organization's control or influence that could impact on its environmental performance. The credibility of the organization's Environmental management system will largely depend on the extent of the defined boundaries. Under no circumstances should the scope be used to exclude activities, products or services that have or could have the potential to impact the organization's environmental performance or evade its compliance requirements.



4.3 DETERMINING THE SCOPE OF THE ENVIRONMENTAL MANAGEMENT SYSTEM +



The scope is a factual statement of the organization's operations or business processes to be included within its environmental management system boundaries.

Once the scope is defined, the concept of 'organization' is limited to what the scope covers, e.g. if the scope of the environmental management system is limited to a particular function or section of the organization, the remainder of the organization is then considered to be an external provider or other interested party.

The organization should maintain the scope of the environmental management system as documented information and make it available to interested parties. The method of maintaining the scope is not prescribed by ISO 14001, therefore the organization will need to determine the most suitable method, e.g. using a written description, inclusion on a site map, an organizational diagram, a web page, or posting a public statement of its conformity.



The environmental management system should be aligned and integrated with other business processes to ensure that environmental performance is not compromised in order that other business objectives can be achieved.

- ✓ **Act** – take actions to deal with non-conformities and to improve environmental performance.

