

## Implementing ISO 14001 Environmental Management in scrap recycling / processing firms Course Outline

Description: This course is for individuals who wish to learn the tools and techniques for implementing ISO 14001 (2004) environmental management systems in their organizations. Specifically tailored to scrap recyclers, processors, dealers/brokers.

Pre-requisites: Each student must come to class with his/her own copy of ISO 14001 standard. (All other course literature is provided.)

Taught at: Client site.

Class size: 8 maximum.

Duration: 12-15 hours (2 days).

1. Introduction
  - a. Purpose of environmental management
  - b. ISO 14001: history and track record
  - c. Pre-requisites
2. **Team Exercise 1: Understanding the requirements of ISO 14001 (2004)**
  - a. Teams prepare findings
  - b. Teams present findings
3. All about environmental management processes
  - a. Environmental interactions and impacts
    - i. Identification
    - ii. Ranking / determination of significance
  - b. Environmental laws and regulations
    - i. Identification and monitoring
  - c. Environmental controls and management
    - i. Development of controls
    - ii. Emergency preparedness
  - d. Environmental monitoring
    - i. Regulatory compliance
  - e. Programs for improvement
4. ISO 14001 management processes
  - a. Environmental policy
  - b. Responsibility and authority
  - c. Documentation and document control
  - d. Competence and training
  - e. Corrective / preventive action
  - f. Internal audit
  - g. Management review
5. Implementation steps

- a. Environmental impact assessment
  - b. Environmental controls:
    - i. Development
    - ii. Documentation
  - c. Environmental policy, goals, and objectives
  - d. Monitoring and measurement
  - e. Orientation and implementation
  - f. Internal audit
  - g. Corrective action
  - h. Management review
6. Perils and pitfalls: serious do's and don'ts
  7. Rigorous final exam

