

ISO 14001 Environmental Management System Checklist

4. Context of the Organization

Ensures understanding of internal and external issues affecting the EMS and stakeholder requirements.

Description of the Organization's Manufacturing Activities

Write something...

Identification of Relevant External Issues (e.g., regulatory changes, community concerns, market trends)

Write something...

Identification of Relevant Internal Issues (e.g., organizational structure, resource availability, technological capabilities)

Write something...

Stakeholders Considered in EMS (Select all that apply)

- Employees
- Customers
- Suppliers
- Local Community
- Regulatory Bodies
- Investors
- Other (Specify)

Summary of Stakeholder Requirements and Expectations (related to environmental performance)

Write something...

Number of manufacturing sites included in the EMS scope

Enter a number...

Geographic Scope of EMS (e.g., local, regional, national, international)

- Local
- Regional
- National
- International

5. Leadership

Verification of management commitment, environmental policy, roles, responsibilities, and authorities.

Documented Environmental Policy Statement

Write something...

Environmental Policy Communication Method

- Posted on Notice Boards
- Published on Intranet
- Included in Employee Handbooks
- Regularly Communicated in Meetings

Number of Management Representatives

Enter a number...

Description of Management Representative Responsibilities

Write something...

Management Review Frequency

- Annually
- Semi-annually
- Quarterly

Date of Last Management Review

Enter date...

Summary of Key Outcomes from Last Management Review

Write something...

Confirmation of Top Management Commitment to EMS

- Directly involved in EMS development
- Actively participate in management reviews
- Provide resources for implementation
- Publicly support the EMS

6. Planning

Addresses aspects, impacts, legal requirements, objectives, environmental management programs, and risks and opportunities.

Identify Significant Environmental Aspects of Manufacturing Processes

Write something...

Quantify Environmental Impact of Identified Aspects (e.g., kg CO₂ emissions per unit produced)

Enter a number...

Which Legal and Other Requirements (environmental) are applicable to the manufacturing facility?

- Air Emissions Regulations
- Water Discharge Permits
- Waste Management Regulations
- Hazardous Material Handling
- Noise Pollution Limits
- Chemical Substance Regulations
- Energy Efficiency Standards

Describe Objectives and Targets for Reducing Significant Environmental Impacts

Write something...

Target Completion Date for Environmental Objective 1

Enter date...

Select the type of Environmental Management Program for Significant Aspect 1

- Preventative Maintenance
- Process Optimization
- Supplier Engagement
- Employee Training

Describe the Risk and Opportunity Assessment Process for Environmental Impacts in Manufacturing.

Write something...

7. Support

Covers resources, competence, awareness, communication, documented information, and operational control specific to manufacturing processes.

Number of trained personnel in environmental aspects.

Enter a number...

Method of communication of environmental information to employees.

- Notice Boards
- Training Sessions
- Email
- Team Meetings

Last date of environmental awareness training.

Enter date...


Documented procedure for maintaining competence of personnel involved in the EMS.

Write something...

Types of documented information maintained for the EMS.

- Environmental Policy
- Objectives & Targets
- Procedures
- Training Records
- Audit Reports

Upload evidence of environmental awareness training records.

 Upload File

Is there a designated person(s) responsible for maintaining documented information?

- Yes
- No

8. Operation

Focuses on manufacturing processes, including waste management, energy consumption, water usage, pollution prevention, and material handling.

Monthly Water Usage (m³)

Enter a number...

Total Energy Consumption (kWh)

Enter a number...

Waste Streams Generated (Select all that apply)

- Paper/Cardboard
- Metals
- Plastics
- Chemical Waste
- Organic Waste
- Other (Specify in LONG_TEXT)

Details of 'Other' Waste (if applicable)

Write something...

Pollution Control Equipment Operational Status

- Fully Operational
- Partially Operational
- Not Operational


Date of Last Equipment Maintenance (Pollution Control)

Enter date...

Description of any deviations from planned operational controls.

Write something...

Recent Air Emission Test Results

 Upload File

Raw Material Sourcing Sustainability Assessment (High, Medium, Low)

High

Medium

Low

Time of Daily Noise Level Monitoring

9. Performance Evaluation

Covers monitoring, measurement, evaluation, internal audits, and management review related to EMS performance.

Number of Internal Audits Conducted This Period

Enter a number...

Date of Last Management Review

Enter date...

Summary of Findings from Last Management Review

Write something...

Number of Non-Conformities Identified During Internal Audits

Enter a number...

Which of the following performance indicators are regularly monitored?

- Energy Consumption
- Water Usage
- Waste Generation
- Air Emissions
- Wastewater Discharge
- Resource Consumption
- Noise Levels

Describe Corrective Actions Taken for Major Non-Conformities

Write something...

Date of Next Scheduled Internal Audit

Enter date...

Percentage of Objectives Met This Period

Enter a number...

Details on any incidents related to environmental aspects (e.g., spills, releases)

Write something...

10. Improvement

Addresses nonconformity and corrective action, incident investigation, emergency preparedness and response, and continual improvement within the manufacturing environment.

Description of Nonconformity (if applicable)

Write something...

Root Cause Analysis of Incident/Nonconformity

Write something...

Estimated Cost of Corrective Action

Enter a number...

Date Corrective Action Planned

Enter date...

Date Corrective Action Completed

Enter date...

Description of Corrective Action Taken

Write something...

Associated Manufacturing Processes Affected by Incident

- Machining
- Assembly
- Painting/Coating
- Welding
- Packaging
- Material Storage

Severity of Incident (for risk assessment)

- Minor
- Moderate
- Major
- Critical

Supporting Documentation (e.g., photos, test results)

 Upload File

Specific Manufacturing Aspects & Impacts

Detailed review of environmental impacts arising directly from manufacturing processes (e.g., emissions, noise, wastewater).

Describe significant environmental aspects related to raw material usage.

Write something...

Estimate annual greenhouse gas emissions from manufacturing processes (in tonnes CO₂e).

Enter a number...

Which of the following manufacturing processes generate significant wastewater?

- Machining
- Painting/Coating
- Cleaning
- Assembly
- Other (specify in LONG_TEXT)

What is the primary method for noise reduction around the manufacturing facility?

- Physical Barriers
- Operational Adjustments
- Engineering Controls
- Administrative Controls
- Other (specify in LONG_TEXT)

Upload an updated map showing potential spill impact zones and containment measures.

 Upload File

Record the average daily water consumption (in cubic meters) for manufacturing operations.

Enter a number...

Date of last assessment of air emissions compliance.

Enter date...

Describe measures taken to minimize VOC emissions during painting/coating operations.

Write something...

Waste Management (Manufacturing)

Specific controls and procedures related to the management of all types of manufacturing waste.

Total Waste Generated (kg/month)

Enter a number...

Waste Types Generated (Select all that apply)

- Paper/Cardboard
- Plastic
- Metal
- Wood
- Food Waste
- Chemical Waste
- Hazardous Waste
- Other (Specify in LONG_TEXT)

Details of 'Other' Waste Type (if selected)

Write something...

Waste Disposal Method(s)

- Recycling
- Landfill
- Incineration
- Composting
- Recovery
- Other (Specify in LONG_TEXT)

Details of 'Other' Disposal Method (if selected)

Write something...

Waste Manifests (Last 12 months)

 Upload File

Percentage of Waste Recycled (%)

Enter a number...

Last Waste Audit Date

Enter date...

Energy Efficiency (Manufacturing)

Assessment of energy consumption, conservation measures, and compliance with energy-related regulations.

Annual Electricity Consumption (kWh)

Enter a number...

Annual Natural Gas Consumption (therms)

Enter a number...

Total Energy Costs (USD)

Enter a number...

Primary Energy Source(s)

- Electricity
- Natural Gas
- Coal
- Propane
- Renewable Energy (Specify)

Description of Energy Efficiency Initiatives Implemented

Write something...

Energy Efficiency Technologies Utilized (check all that apply)

- LED Lighting
- Variable Frequency Drives (VFDs)
- High-Efficiency Motors
- Waste Heat Recovery
- Building Automation System (BAS)
- Compressed Air Leak Detection & Repair
- Insulation Improvements

Date of last Energy Audit

Enter date...

Summary of Energy Audit Findings and Recommendations

Write something...

