



ISO 14001 Environmental Management System Training



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November 2014



WHAT IS ISO 14001*?

ISO 14001 is a world-wide environmental standard developed by the International Organization of Standardization, an international group that promotes uniform standards. It is designed to provide a consistent means of managing environmental impacts of business operations through an **Environmental Management System**** (EMS). Pollution Prevention (P2) and continual improvement are at its core.

***ISO 14001:** A specification developed by the International Organization for Standardization that is accepted around the world and specifies the requirements of an ISO 14001 Environmental Management System.

****Environmental Management System:** The Environmental Management System includes organizational structure, planning activities, responsibilities, practices, procedures, processes and resources for developing, implementing, achieving, reviewing and maintaining the environmental policy.





WHY CONDUCT TRAINING?

To be registered to the ISO 14001 standard, all employees (including contractors) must understand their roles and responsibilities and be aware of the importance of conforming to Division Newport's Environmental Policy and EMS.



Why ISO 14001

- It makes good business sense to integrate environmental management with our business processes.
- To demonstrate our commitment to the environment.
- To improve our environmental performance by managing the **environmental impacts*** of our business operations.
- It gives us a competitive advantage by enabling us to reduce costs, be more competitive in the global market, and improve marketability with our customers.

***Environmental Impact:** Any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organization's activities, products or services.





ENVIRONMENTAL MANAGEMENT SYSTEM

- NUWC developed an EMS based on the requirements of International Organization for Standardization (ISO) 14001.
- The EMS will continuously address and resolve environmental issues using the following model:
 - **Plan:** Establish environmental objectives and targets;
 - **Do:** Implement the process;
 - **Check:** Monitor and measure processes against the environmental policy, objectives, targets, legal and other requirements, and report the results; and
 - **Act:** Take actions to continually improve performance of the EMS.



ISO14001
EMS MODEL



MAJOR ELEMENTS OF ISO14001 EMS

- 1. Environmental Policy:** Division Newport's environmental policy defines its commitment to the environmental management system. Division Newport also must commit itself to complying with applicable legislation and regulations.
- 2. Planning:** Consider impacts, **objectives *** and **targets**** for Division Newport's EMS. Division Newport formulates a plan to fulfill its environmental policy. During this stage, Division Newport determines its environmental objectives and targets and establishes specific programs that will meet each goal.
- 3. Implementation and Operation:** Describes the actual day-to-day use of Division Newport's EMS. For effective implementation, Division Newport develops the capabilities to support mechanisms necessary to achieve its environmental policy, objectives and targets.
- 4. Checking and Corrective Action:** Monitor and correct, when necessary, the operation of the EMS.
- 5. Management Review:** Improve and refine the EMS.

***Environmental Objective:** Overall environmental goal, arising from the environmental policy, that an organization 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 to meet in order to achieve those objectives.


Environmental Operational Controls: The essential procedures an organization needs for implementing its policy, objectives and targets.





ENVIRONMENTAL POLICY

ISO14001 requires an environmental policy be in existence within the organization, fully supported by senior management, which outlines the policies of the organization; not only to employees, but contractors working on their behalf. The policy needs to clarify compliance with legal and other requirements to which the organization subscribes and stress a commitment to continual improvement.



Naval Undersea Warfare Center Division, Newport
Environmental Policy



Naval Undersea Warfare Center Division, Newport's ability to conduct its mission requires daily operation in the land, sea, and air environments. Protection of the environment is an integral part of Division Newport's role in accomplishing its mission. All military and civilian employees, support contractors, and those working for or on behalf of the organization must perform their duties in a manner which prevents pollution, protects the environment, and conserves natural resources.

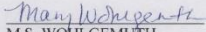
Naval Undersea Warfare Center Division, Newport is committed to environmental stewardship. We promote practices that will provide environmentally sound products to our customers and ensure we are prudent stewards of the environment.

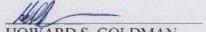
Principles

We are committed to:

- Environmental protection and continual environmental process improvement.
- Early introduction of environmental protection and pollution prevention in the planning stages of new facilities and programs.
- Compliance with applicable federal, state, local, Department of Defense, and Department of Navy regulations and policies, and other requirements associated with Division Newport activities.
- Evaluation of the effectiveness of our Environmental Management System to ensure that established objectives and targets are met.
- Publication, implementation, and maintenance of our environmental policy and its communication to all employees, those working on our behalf, and other interested parties.



November 2014


M.S. WOHLGEMUTH
Division Technical Director


HOWARD S. GOLDMAN
Captain, U.S. Navy
Commander





Environmental Policy

The Environmental Policy is the organization's statement of its intentions and principles in relation to its overall environmental performance. Division Newport's Environmental Policy, established by the Commanding Officer and Division Technical Director, focuses on the following principles:

- Environmental protection and continual environmental process improvement.
- Early introduction of environmental protection and pollution prevention in the planning stages of new facilities and programs.
- Compliance with applicable federal, state, local, Department of Defense (DoD), and Navy regulations and policies, and other requirements for which the Division subscribes, supported by regularly scheduled internal assessments.
- Evaluation of the effectiveness of our Environmental Management System to ensure that established objectives and targets are met.
- Publication, implementation, and maintenance of our environmental policy and its communication to all employees, those working on its behalf, and interested parties.

All employees and contractors are required to be familiar with our environmental policy.





SIGNIFICANT ENVIRONMENTAL ASPECTS* (SEA)

To comply with ISO 14001, an organization must first identify and then manage all Significant Environmental Aspects (SEA) of its activities, products, or services. Once the processes that effect the environment are identified it can develop the objectives and targets and programs necessary to manage those effects and meet its own goals as well as other applicable rules and regulations.

The following significant environmental aspects are associated with many of Division Newport's activities, products, or services such as at-sea testing, development of transducers, towed arrays and other sensors, torpedo testing, and new acquisition, research and development programs.

Division Newport Significant Environmental Aspects:

- Hazardous Waste Generation
- Solid Waste Generation
- Energy Usage
- Wastewater Generation
- Green Procurement
- Air Emissions
- Active Underwater Acoustic Energy Transmission

Environmental Aspect: An element of an organization's activities, products or services that can interact with the environment.

***Significant Environmental Aspect:** An environmental aspect that has or can have a significant environmental impact.






Green PEPCI Badge Cards

NUWC's Environmental Policy and Significant Environmental Aspects can be found on the Green PEPCI badge cards.

This card can be very helpful if an auditor approaches you to ask about the Command's Environmental Policy. Feel free to reference the card directly.

If you do not have a Green PEPCI card, contact your Code's EMS Point of Contact (POC), or the Environmental Branch at x23370.

NUWC Division Newport



Environmental Policy

The Environmental Policy provides the framework for the Division's Environmental Management System and for achieving our objectives and targets. The Environmental Policy:

Promotes

Environmental Protection,

Pollution Prevention,

Compliance, and

Improvement

This card was made from recycled, non-toxic, non ozone-depleting materials.

NUWC Division Newport

An ISO 14001 Registered Facility



Significant Environmental Aspects

- Hazardous Waste
- Solid Waste
- Energy Usage
- Wastewater Generation
- Green Procurement
- Air Emissions
- Active Underwater Acoustic Energy Transmission

**** Remember: If you don't know an answer to a question the auditor asks, you can always find it on the Environmental Branch's web page (Code 1023), or contact your EMS POC. ****



KNOW YOUR EMS POC!

- Every Code has an assigned EMS POC. Visit the Environmental Branch's EMS web page to find your EMS POC.
- Call or e-mail your EMS POC to:
 - Ask any environmental related questions, or to request information regarding environmental practices for products, services, or processes.
 - Discuss a proposed testing event that requires review by the Environmental Review Board (ERB).
 - Express environmental concerns. Your POC can use the EMS Preventative and Corrective Action Report (PAR/CAR) system to document any deficiencies or nonconformance.*
 - Inquire about job specific training, such as Hazardous Waste Generator or Organic Solvent Degreaser training.
 - Share your ideas for new objectives/targets, or how to improve an existing process.

*** Visit the Preventative Action and Corrective Action database located on the Code 1023 EMS web page for more information on current PAR/CARs.**





EXTERNAL COMMUNICATION

If you receive a call from the public, media, or interested party regarding NUWC's EMS or Environmental Programs:

- Do not answer any questions.
- Direct the call to the Division Newport Public Affairs Officer (PAO), Code 103.
- Contact information is available to the public on the NUWC Newport website.

The Environmental Branch will coordinate with the PAO to answer external party communications regarding EMS issues.

For more information, see the EMS Internal/External Communication Procedure, located on the Code 1023 EMS web page.





EMPLOYEE* RESPONSIBILITIES

- Accept accountability for environmental performance.
- Adhere to the EMS Manual and Procedures, found on the Code 1023 EMS web page.
- Comply with applicable federal, state, local, Department of Defense, and Navy regulations and policies.
- Continually improve your processes toward a goal of protecting the environment and improving environmental performance.
- Introduce environmental protection and pollution prevention early in the planning stages of all new facilities and programs.
- Report problems or concerns to your supervisor.
- Understand your involvement in achieving the objectives and targets associated with the significant environmental aspects that affect your work activities.



** Employee refers to employees, contractors, & those working on our behalf.*





REMEMBER, environmental compliance is the responsibility of **EVERY government and contract worker at Division Newport.**

ISO 14001 Training



Congratulations, you have completed the ISO 14001
Environmental Management System Training!

Printed Name

Date

Please print your name and date above
and save this page for your records.

