



ISO 14001:2015 ENVIRONMENTAL MANAGEMENT SYSTEM

DOCUMENTED INFORMATION

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1.0 Purpose

The objective of this document is to establish and maintain a procedure to maintain information, in paper or electronic form, to:

- ~Describe the core elements of KDG LOGISTICS's EMS and their interaction.

- ~To provide direction to related documentation.

2.0 Scope

This procedure applies to the creation of all new EMS documents and data, as well as changes made to existing documents.

3.0 References:

Environmental management system documentation

All documents directly related to environmental management and environmental control systems of KDG LOGISTICS.

4.0 Responsibilities

The Management Representative is responsible for the management of all EMS data and documentation.

4.1 Control of documents

Refer to FD 002*, Control of Documents and FD 003*, Control of Records procedures.