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| **4 Context of the organization** | | | | |
| **Requirement / subject** | **Stage 1** | **E** | **Stage 2** | **E** |
| 4.1 Understanding the organization and its context  The organization shall determine external and internal issues that are relevant to its purpose and  That affects its ability to achieve the intended outcomes of its environmental management system. Such  issues shall include environmental conditions being affected by or capable of affecting the organization  Please list the issue covering climate change and its implementation. |  |  | The organization Environmental management manual was verified in this documents, Ref: - {{ manual\_number }}. Date: {{ manual\_date }}  Company Environmental management procedure was verified in Ref: {{ procedure\_number }}.  Organization all EMS internal and external issue was verified and documented in this documents Ref: {{ INTERNAL\_ISSUE\_NO }} on this date {{ manual\_date }}.  Internal Issue: {{ INTERNAL\_ISSUE }}  External Issue: {{ EXTERNAL\_ISSUE }} |  |
| **4.2 Understanding the needs and expectations of interested parties** | | | | |
| The organization shall determine:  a) the interested parties that are relevant to the environmental management system;  b) the relevant needs and expectations (i.e. requirements) of these interested parties;  c) Which of these needs and expectations become its compliance obligations? |  |  | Organization is interested parties and there need and expectation in organization system documented information Ref: {{interested\_parties\_NO }}Date: {{ manual\_date }}Interested Parties: {{ interested\_parties }} |  |
| **4.3 Determining the scope of the environmental management system** | | | | |
| The organization shall determine the boundaries and applicability of the environmental management  System to establish its scope.  When determining this scope, the organization shall consider:  a) the external and internal issues referred to in 4.1;  b) the compliance obligations referred to in 4.2;  c) its organizational units, functions and physical boundaries;  d) its activities, products and services;  e) its authority and ability to exercise control and influence. |  |  | The scope of the organization is “Name of Organization - {{ Organization\_Name }}Address - {{ Address }}SCOPE- {{ Scope\_s }}.Records is evident in Ref: - GCIC/-/EMS/01.and records is verified in Date: {{ manual\_date }} |  |
| **4.4 Environmental management system** | | | | |
| To achieve the intended outcomes, including enhancing its environmental performance, the organization  shall establish, implement, maintain and continually improve an environmental management system,  including the processes needed and their interactions, in accordance with the requirements of this  International Standard.  The organization shall consider the knowledge gained in 4.1 and 4.2 when establishing and maintaining  the environmental management system. |  |  | The Environmental Management System (EMS) is established through the EMS manual {{ manual\_number }} for the{{ PROCESS }}The organization has defined all related work processes in various Work Instructions (WI) and Process Flow Charts (PFC).These are referenced in: {{ procedure\_number }} |  |
| **5 Leadership**  **5.1 Leadership and commitment** | | | | |
| Top management shall demonstrate leadership and commitment with respect to the environmental  management system by:  a) taking accountability for the effectiveness of the environmental management system;  b) ensuring that the environmental policy and environmental objectives are established and are  compatible with the strategic direction and the context of the organization;  c) ensuring the integration of the environmental management system requirements into the  organization’s business processes;  d) ensuring that the resources needed for the environmental management system are available;  e) communicating the importance of effective environmental management and of conforming to the  environmental management system requirements;  f) ensuring that the environmental management system achieves its intended outcomes;  g) directing and supporting persons to contribute to the effectiveness of the environmental  management system;  h) promoting continual improvement;  i) supporting other relevant management roles to demonstrate their leadership as it applies to them.  Areas of responsibility. |  |  | Communicating the importance of effective EMS management  Document: Internal Communication Memos, Awareness Training Records.  Supporting roles to contribute to EMS effectiveness  Document: Roles & Responsibility Matrix, Job Descriptions.  Demonstrating leadership in achieving intended outcomes  Document: Management Review Records, Performance Reports. |  |
| **5.2 Environmental policy** | | | | |
| Top management shall establish, implement and maintain an environmental policy that, within the  defined scope of its environmental management system:  a) is appropriate to the purpose and context of the organization, including the nature, scale and  environmental impacts of its activities, products and services;  b) provides a framework for setting environmental objectives;  c) includes a commitment to the protection of the environment, including prevention of pollution and  other specific commitment(s) relevant to the context of the organization;  d) includes a commitment to fulfill its compliance obligations;  e) includes a commitment to continual improvement of the environmental management system to  Enhance environmental performance.  The environmental policy shall:  — be maintained as documented information;  — be communicated within the organization;  — be available to interested parties. |  |  | {{ Environmental\_policy }} |  |
| **5.3 Organizational roles, responsibilities and authorities** | | | | |
| Top management shall ensure that the responsibilities and authorities for relevant roles are assigned  And communicated within the organization.  Top management shall assign the responsibility and authority for:  a) ensuring that the environmental management system conforms to the requirements of this  International Standard;  b) reporting on the performance of the environmental management system, including environmental  Performance, to top management. |  |  | Reporting on the performance of the environmental management system, including environmental  Performance, to top management.  Role / Responsibility in EMS-Monitoring legal & compliance obligations  Document Seen-Compliance Obligation Register  Evidence-Regulatory reports, Permit copies |  |
| **6.1.1 Planning** | | | | |
| **6.1 Actions to address risks and opportunities**  **6.1.1 General**  The organization shall establish, implement and maintain the process(es) needed to meet  The Requirements in 6.1.1 to 6.1.4.  When planning for the environmental management system, the organization shall consider:  a) the issues referred to in 4.1;  b) the requirements referred to in 4.2;  c) the scope of its environmental management system;  and determine the risks and opportunities, related to its environmental aspects (see 6.1.2), compliance  obligations (see 6.1.3) and other issues and requirements, identified in 4.1 and 4.2, that need to be  addressed to:  — give assurance that the environmental management system can achieve its intended outcomes;  — prevent or reduce undesired effects, including the potential for external environmental conditions  to affect the organization;  — achieve continual improvement.  Within the scope of the environmental management system, the organization shall determine potential  Emergency situations, including those that can have an environmental impact.  The organization shall maintain documented information of its:  — risks and opportunities that need to be addressed;  — process(es) needed in 6.1.1 to 6.1.4, to the extent necessary to have confidence they are carried  out as planned |  |  | The organization risk register was verified in Ref: {{ risk\_register\_NO }}  {{ risk\_AND\_MITIGATION }} |  |
| **6.1.2 Environmental aspect** | | | | |
| Within the defined scope of the environmental management system, the organization shall determine  the environmental aspects of its activities, products and services that it can control and those that it  can influence, and their associated environmental impacts, considering a life cycle perspective.  When determining environmental aspects, the organization shall take into account:  a) change, including planned or new developments, and new or modified activities, products and  services;  b) abnormal conditions and reasonably foreseeable emergency situations.  The organization shall determine those aspects that have or can have a significant environmental  impact, i.e. significant environmental aspects, by using established criteria.  The organization shall communicate its significant environmental aspects among the various levels  and functions of the organization, as appropriate.  The organization shall maintain documented information of its:  — environmental aspects and associated environmental impacts;  — criteria used to determine its significant environmental aspects;  — significant environmental aspects. |  |  | The organization is verified Aspect and Impact register was verified in Documents Ref: {{ ASPECT\_IMPACT\_NO }}  {{ EMS\_ASPECT\_IMPACT }} |  |
| **6.1.3 Compliance obligations** | | | | |
| 5.5.1 Responsibility and authority  The organization shall:  a) determine and have access to the compliance obligations related to its environmental aspects;  b) determine how these compliance obligations apply to the organization;  c) take these compliance obligations into account when establishing, implementing, maintaining and  Continually improving its environmental management system.  The organization shall maintain documented information of its compliance obligations. |  |  | Company Name: {{ Organization\_Name }}.  Registered Address: {{ Address }}  The organization legal register was verified In Ref: {{ legal\_REGISTER\_NO }}  {{ legal\_LICENSE }}. |  |
| **6.1.4 Planning action** | | | | |
| The organization shall plan:  a) to take actions to address its:  1) significant environmental aspects;  2) compliance obligations;  3) risks and opportunities identified in 6.1.1;  b) how to:  1) integrate and implement the actions into its environmental management system processes  (see 6.2, Clause 7, Clause 8 and 9.1), or other business processes;  2) evaluate the effectiveness of these actions (see 9.1).  When planning these actions, the organization shall consider its technological options and its financial,  operational and business requirements |  |  | Planning Action in EMS-Monitoring & measuring requirements planned  Document Seen-Environmental Monitoring Plan  Calibration certificates, monitoring data logs  Planning Action in EMS-Communication planning (internal & external)  Document Seen-EMS Communication Plan |  |
| **6.2 Environmental objectives and planning to achieve them** | | | | |
| **6.2.1 Environmental objectives** | | | | |
| The organization shall establish environmental objectives at relevant functions and levels, taking into  account the organization’s significant environmental aspects and associated compliance obligations,  and considering its risks and opportunities.  The environmental objectives shall be:  a) consistent with the environmental policy;  b) measurable (if practicable);  c) monitored;  d) communicated;  e) up dated as appropriate.  The organization shall maintain documented information on the environmental objectives. |  |  | The organization EMS objective plan was verified with achieving plan record was evident in Ref: {{ objective\_NO }}  {{ EMS\_OBJECTIVE }} |  |
| **6.2.2 Planning actions to achieve environmental objectives** | | | | |
| When planning how to achieve its environmental objectives, the organization shall determine:  a) what will be done;  b) what resources will be required;  c) who will be responsible;  d) when it will be completed;  e) how the results will be evaluated, including indicators for monitoring progress toward achievement  of its measurable environmental objectives (see 9.1.1).  The organization shall consider how actions to achieve its environmental objectives can be integrated  into the organization’s business processes. |  |  | Planning Action-Evaluate risks & opportunities related to objectives  document maintain in -Risk & Opportunity Assessment Register  Planning Action-Plan communication of progress internally  document maintain in-EMS Communication Plan |  |
| **7 Support** | | | | |
| **7.1 Resources** | | | | |
| The organization shall determine and provide the resources needed for the establishment,  implementation, maintenance and continual improvement of the environmental management system. |  |  | Support / Resource-Work environment – safe and suitable conditions for EMS processes  Document maintain in -Work Environment Assessment Reports  Evidence-Audit reports, workplace inspection checklists |  |
| **7.2 Competence** | | | | |
| The organization shall:  a) determine the necessary competence of person(s) doing work under its control that affects its  environmental performance and its ability to fulfill its compliance obligations;  b) ensure that these persons are competent on the basis of appropriate education, training or experience;  c) determine training needs associated with its environmental aspects and its environmental  management system;  d) where applicable, take actions to acquire the necessary competence, and evaluate the effectiveness  of the actions taken.  NOTE Applicable actions can include, for example, the provision of training to, the mentoring of, or the reassignment  of currently employed persons; or the hiring or contracting of competent persons.  The organization shall retain appropriate documented information as evidence of competence. |  |  | {{ Competence }} |  |
| **7.3 Awareness** | | | | |
| The organization shall ensure that persons doing work under the organization’s control are aware of:  a) the environmental policy;  b) the significant environmental aspects and related actual or potential environmental impacts  associated with their work;  c) their contribution to the effectiveness of the environmental management system, including the  benefits of enhanced environmental performance;  d) the implications of not conforming with the environmental management system requirements,  including not fulfilling the organization’s compliance obligation |  |  | The significant environmental aspects and related actual or potential environmental impacts  Awareness of Pollution Prevention Measures  Document records in -Pollution Prevention Procedure  Evidence-Waste disposal records, emission monitoring reports |  |
| **7.4 Communication** | | | | |
| **7.4.1 General**  The organization shall establish, implement and maintain the process(es) needed for internal and  external communications relevant to the environmental management system, including:  a) on what it will communicate;  b) when to communicate;  c) with whom to communicate;  d) how to communicate.  When establishing its communication process(es), the organization shall:  — take into account its compliance obligations;  — ensure that environmental information communicated is consistent with information generated  within the environmental management system, and is reliable.  The organization shall respond to relevant communications on its environmental management system.  The organization shall retain documented information as evidence of its communications, as appropriate. |  |  | The organization respond to relevant communications on its environmental management system.  Communication-Communication of operational controls  Document maintain in -SOPs, Work Instructions  Evidence-Evidence of procedure implementation, audit checklists |  |
| **7.4.2 Internal communication** | | | | |
| The organization shall:  A) internally communicate information relevant to the environmental management system among  The various levels and functions of the organization, including changes to the environmental  Management system, as appropriate;  B) ensure its communication process(es) enable(s) persons doing work under the organization’s  Control to contribute to continual improvement. |  |  | Internal Communication-Sharing operational controls and procedures  Document maintain in -SOPs, Work Instructions  Evidence of procedure implementation, audit checklists |  |
| **7.4.3 External communication** | | | | |
| The organization shall externally communicate information relevant to the environmental management  system, as established by the organization’s communication process(es) and as required by its compliance obligations |  |  | The organization externally communicate information relevant to the environmental management  system  External Communication-Communication of compliance with legal requirements  Document maintain in -Legal & Regulatory Compliance Register  Evidence-Compliance certificates, inspection reports |  |
| **7.5 Documented information**  **7.5.1 General** | | | | |
| The organization’s environmental management system shall include:  a) documented information required by this International Standard;  b) documented information determined by the organization as being necessary for the effectiveness  of the environmental management system.  NOTE The extent of documented information for an environmental management system can differ from one  organization to another due to:  — the size of organization and its type of activities, processes, products and services;  — the need to demonstrate fulfillment of its compliance obligations;  — the complexity of processes and their interactions;  — the competence of persons doing work under the organization’s control. |  |  | Documented Information-Operational Control Procedures / SOPs  Purpose / Related EMS Requirement-Control processes to minimize environmental impact  Evidence-SOPs, work instructions, audit checklists  Documented Information-Emergency Preparedness & Response Plan  Purpose / Related EMS Requirement-Prepare for environmental emergencies  Evidence-Drill reports, attendance sheets, photos  Documented Information-Resource Allocation / Budget Records  Purpose / Related EMS Requirement-Ensure adequate support for EMS activities  Evidence-Budget approvals, resource assignment records |  |
| **7.5.2 Creating and updating** | | | | |
| When creating and updating documented information, the organization shall ensure appropriate:  a) identification and description (e.g. a title, date, author, or reference number);  b) format (e.g. language, software version, graphics) and media (e.g. paper, electronic);  c) review and approval for suitability and adequacy. |  |  | Document Created-Environmental Aspect & Impact Register  Purpose / EMS Requirement-Identify significant aspects  Evidence Maintained-Assessment forms, review records  Document Updated-Aspect & Impact Register  Reason / EMS Requirement-New process or significant impact identified  Evidence Maintained-Updated assessment forms, audit reports |  |
| **7.5.3 Control of documented information** | | | | |
| Documented information required by the environmental management system and by this International  Standard shall be controlled to ensure:  a) it is available and suitable for use, where and when it is needed;  b) it is adequately protected (e.g. from loss of confidentiality, improper use, or loss of integrity).  For the control of documented information, the organization shall address the following activities  as applicable:  — distribution, access, retrieval and use;  — storage and preservation, including preservation of legibility;  — control of changes (e.g. version control);  — retention and disposition.  Documented information of external origin determined by the organization to be necessary for the  planning and operation of the environmental management system shall be identified, as appropriate,  and controlled. |  |  | **7.5.3 Control of documented information** |  |
| **8 Operation**  **8.1 Operational planning and control** | | | | |
| The organization shall establish, implement, control and maintain the processes needed to meet  environmental management system requirements, and to implement the actions identified in 6.1 and  6.2, by:  — establishing operating criteria for the process(es);  — implementing control of the process(es), in accordance with the operating criteria.  NOTE Controls can include engineering controls and procedures. Controls can be implemented following a  hierarchy (e.g. elimination, substitution, administrative) and can be used individually or in combination.  The organization shall control planned changes and review the consequences of unintended changes,  taking action to mitigate any adverse effects, as necessary.  The organization shall ensure that outsourced processes are controlled or influenced. The type and  extent of control or influence to be applied to the process(es) shall be defined within the environmental  management system.  Consistent with a life cycle perspective, the organization shall:  a) establish controls, as appropriate, to ensure that its environmental requirement(s) is (are) addressed  in the design and development process for the product or service, considering each life cycle stage;  b) determine its environmental requirement(s) for the procurement of products and services, as  appropriate;  c) communicate its relevant environmental requirement(s) to external providers, including contractors;  d) consider the need to provide information about potential significant environmental impacts  associated with the transportation or delivery, use, end-of-life treatment and final disposal of its  Products and services.  The organization shall maintain documented information to the extent necessary to have confidence that the processes have been carried out as planned. |  |  | The Environmental Management System (EMS) is established through the EMS manual {{ manual\_number }} for the  {{ PROCESS }}  The organization has defined all related work processes in various Work Instructions (WI) and Process Flow Charts (PFC).  These are referenced in: {{ procedure\_number }}  {{ Operational\_planning\_and\_control }} |  |
| **8.2 Emergency preparedness and response** | | | | |
| The organization shall establish, implement and maintain the process(es) needed to prepare for and respond to potential emergency situations identified in 6.1.1.  The organization shall:  a) prepare to respond by planning actions to prevent or mitigate adverse environmental impacts from  emergency situations; b) respond to actual emergency situations;  c) take action to prevent or mitigate the consequences of emergency situations, appropriate to the  magnitude of the emergency and the potential environmental impact;  d) periodically test the planned response actions, where practicable;  e) periodically review and revise the process(es) and planned response actions, in particular after the  occurrence of emergency situations or tests;  f) provide relevant information and training related to emergency preparedness and response, as  appropriate, to relevant interested parties, including persons working under its control.  The organization shall maintain documented information to the extent necessary to have confidence.  that the process(es) is (are) carried out as planned. |  |  | {{ Emergency\_preparedness\_and\_response }} |  |
| **9 Performance evaluation** | | | | |
| **9.1 Monitoring, measurement, analysis and evaluation** | | | | |
| 9.1.1 General  The organization shall monitor, measure, analyses and evaluate its environmental performance.  The organization shall determine:  a) what needs to be monitored and measured;  b) the methods for monitoring, measurement, analysis and evaluation, as applicable, to ensure  valid results;  c) the criteria against which the organization will evaluate its environmental performance, and  appropriate indicators;  d) when the monitoring and measuring shall be performed;  e) when the results from monitoring and measurement shall be analyzed and evaluated.  The organization shall ensure that calibrated or verified monitoring and measurement equipment is  used and maintained, as appropriate.  The organization shall evaluate its environmental performance and the effectiveness of the  Environmental management system. |  |  | {{ Monitoring\_measurement\_analysis\_and\_evaluation }} |  |
| **9.1.2 Evaluation of compliance** | | | | |
| The organization shall establish, implement and maintain the process(es) needed to evaluate fulfillment  of its compliance obligations.  The organization shall:  a) determine the frequency that compliance will be evaluated;  b) evaluate compliance and take action if needed  c) Maintain knowledge and understanding of its compliance status.  The organization shall retain documented information as evidence of the compliance evaluation result(s). |  |  | Company Name: {{ Organization\_Name }}.  Registered Address: {{ Address }}  The organization legal register was verified In Ref: {{ legal\_REGISTER\_NO }}  {{ legal\_LICENSE }}.  {{ Evaluation\_of\_compliance }} |  |
| **9.2 Internal audit** | | | | |
| **9.2.1 General**  The organization shall conduct internal audits at planned intervals to provide information on whether  the environmental management system:  a) conforms to:  1) the organization’s own requirements for its environmental management system;  2) the requirements of this International Standard;  b) is effectively implemented and maintained. |  |  | The organization Internal audit is scheduled every 6 months, records are verified in internal auditing. Ref: {{ Internal\_Audit\_NO }}  I-A conduct is {{ Internal\_Audit\_Date }}. |  |
| **9.2.2 Internal audit program me** | | | | |
| The organization shall establish, implement and maintain (an) internal audit program me (s), including  the frequency, methods, responsibilities, planning requirements and reporting of its internal audits.  When establishing the internal audit program, the organization shall take into consideration the  environmental importance of the processes concerned, changes affecting the organization and the  Results of previous audits.  The organization shall:  a) define the audit criteria and scope for each audit;  b) select auditors and conduct audits to ensure objectivity and the impartiality of the audit process;  c) Ensure that the results of the audits are reported to relevant management.  The organization shall retain documented information as evidence of the implementation of the audit  programmed and the audit results |  |  | During internal audits, objective evidence is effectively collected, and audit results are discussed with the Company Proprietor during management review meetings.  Audit details:  Internal Audit Number: {{ Internal\_Audit\_NO }}.  Internal Audit Date: {{ Internal\_Audit\_Date }}.  Frequency of internal audit: 6 monthly  Internal Auditor Name: {{ Internal\_Auditor\_name }}  Qualification & Experience of Internal Auditor: {{ Auditor\_Qualification }}  During the auditor auditor was found 1 Minor NC and few of point of improvements.  {{ Non\_conformity }} |  |
| **9.3 Management review** | | | | |
| Top management shall review the organization’s environmental management system, at planned  intervals, to ensure its continuing suitability, adequacy and effectiveness.  The management review shall include consideration of:  a) the status of actions from previous management reviews;  b) changes in:  1) external and internal issues that are relevant to the environmental management system;  2) the needs and expectations of interested parties, including compliance obligations;  3) its significant environmental aspects;  4) risks and opportunities;  c) the extent to which environmental objectives have been achieved;  ﻿d) information on the organization’s environmental performance, including trends in:  1) nonconformities and corrective actions;  2) monitoring and measurement results;  3) fulfillment of its compliance obligations;  4) audit results;  e) adequacy of resources;  f) relevant communication(s) from interested parties, including complaints;  g) opportunities for continual improvement.  The outputs of the management review shall include:  — conclusions on the continuing suitability, adequacy and effectiveness of the environmental  management system;  — decisions related to continual improvement opportunities;  — decisions related to any need for changes to the environmental management system, including  — actions, if needed, when environmental objectives have not been achieved;  — opportunities to improve integration of the environmental management system with other business  processes, if needed;  — any implications for the strategic direction of the organization.  The organization shall retain documented information as evidence of the results of management reviews |  |  | The MRM for this period is scheduled for {{ MRM\_Date }}, and the MRM agenda points related to EMS standards will be verified.  {{ MRM\_Agenda }}  Reference: {{ MRM\_NO }} and Records is verified on date: {{ MRM\_Date }}. |  |
| **10 Improvement** | | | | |
| **10.1 General**  The organization shall determine opportunities for improvement (see 9.1, 9.2 and 9.3) and implement  necessary actions to achieve the intended outcomes of its environmental management system |  |  | Improvement Activities  Training & Awareness Programs – Enhance knowledge and competence of employees.  Environmental Objectives Review – Update objectives to be more challenging or realistic.  Audits & Monitoring Improvements – Act on findings from internal/external audits. |  |
| **10.2 Nonconformity and corrective action** | | | | |
| When a nonconformity occurs, the organization shall:  a) react to the nonconformity and, as applicable:  1) take action to control and correct it;  2) deal with the consequences, including mitigating adverse environmental impacts;  b) evaluate the need for action to eliminate the causes of the nonconformity, in order that it does not  recur or occur elsewhere, by:  1) reviewing the nonconformity;  2) determining the causes of the nonconformity;  3) determining if similar nonconformities exist, or could potentially occur;  c) implement any action needed;  d) review the effectiveness of any corrective action taken;  e) make changes to the environmental management system, if necessary.  Corrective actions shall be appropriate to the significance of the effects of the nonconformities  encountered, including the environmental impact(s).  The organization shall retain documented information as evidence of:  — the nature of the nonconformities and any subsequent actions taken;  — the results of any corrective action. |  |  | {{ Nonconformity\_and\_corrective\_action }} |  |
| **10.3 Continual improvement** | | | | |
| The organization shall continually improve the suitability, adequacy and effectiveness of the  environmental management system to enhance environmental performance. |  |  | Continual Improvement Action  Energy consumption reduction initiatives  Water usage reduction initiatives  Waste minimization projects  Emission control improvement  Document seen -Air/water quality monitoring logs, Monitoring logs, project reports, Action plans, follow-up records |  |
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