Environmental Aspects Guidance

ISO 14001:2015

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7. Noise and vibration;
8. Purchased raw materials;
9. Transportation of products;
10. Use of products and services;
11. End of life issues – recycling and disposal.

Significant aspects will be those that have significant environmental impact and over which the organization has control or sufficient influence.

1.1.2 How to Identify Environmental Aspects

The next step is to identify the environmental aspects for each activity, product and service. For each environmental aspect that is identified, you should list any quantitative information that is applicable. For instance, if an activity emits air pollutants, state the amount (i.e. 543 tons of Co^2 per year, or 3.5 Kg of particulate matter per hour). The following is a list of additional information to include, if applicable:

1. Compliance obligations;
2. Other relevant requirements;
3. Permits and licences;
4. Record keeping requirements;
5. Pollution controls or treatment;
6. Best management practices;
7. Monitoring requirements.

An initial review of information and baseline data (e.g. annual costs and quantities of energy use, water use, waste and raw materials) will help you to prepare a list of environmental aspects for your organization. Consideration should be given to environmental aspects related to your organization's activities, products and services such as:

1. The design and development of its facilities, processes, products and services;
2. The acquisition of raw materials, including extraction;
3. The types operational or manufacturing processes, including warehousing;
4. The operation and maintenance of facilities, organizational assets and infrastructure;
5. The environmental performance and practices of external providers;
6. Methods of product transportation and service delivery, including packaging;
7. The storage, use and end of life treatment of products;
8. Waste management, including re-use, refurbishing, recycling and disposal.

The environmental aspects need to be regularly reviewed to establish whether the significance to the organization has changed and therefore whether it needs some form of control. Environmental aspects should be categorised as follows:

Condition	Definition
Normal	Aspects resulting from operations which are planned activities occurring within standard operational hours of your organization (e.g. Monday - Friday, 8 am to 6 pm).

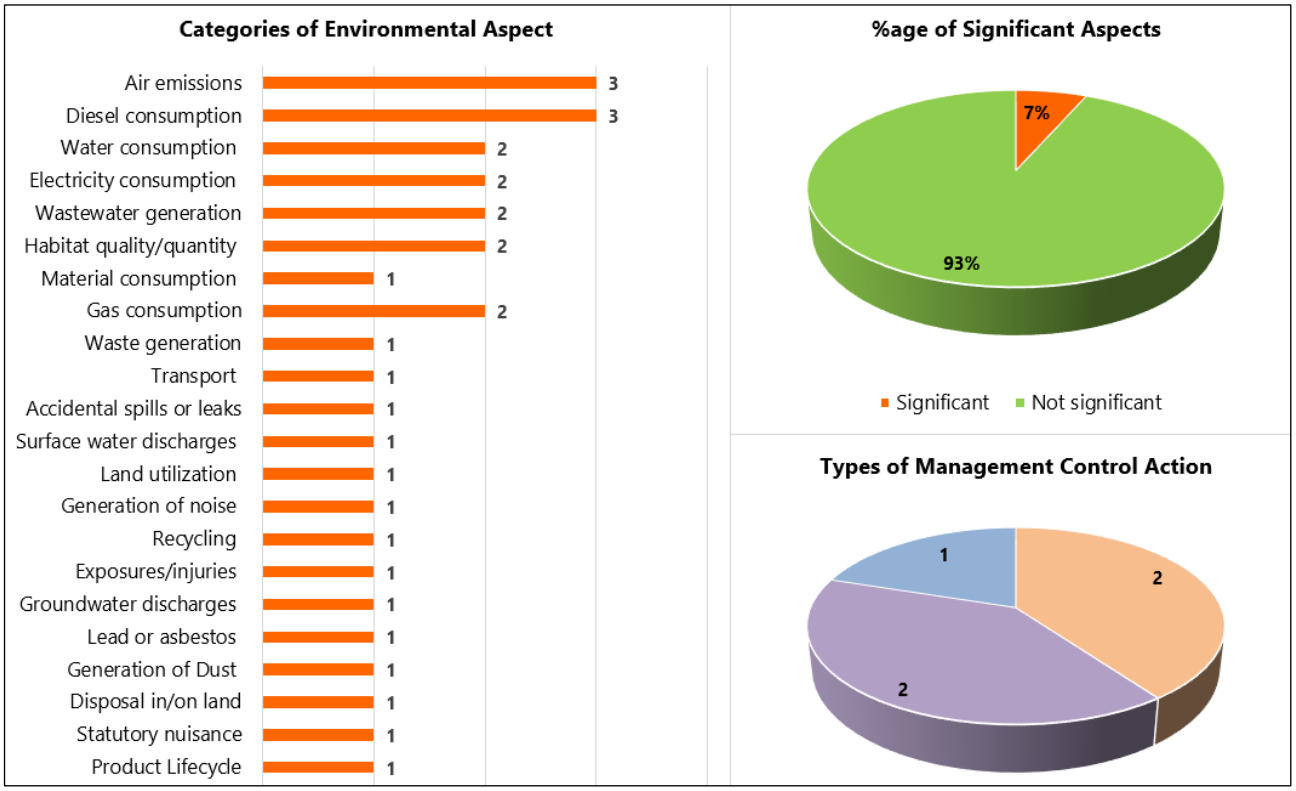
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identification register according to the table and the equation: Impact + Quantity + Frequency x Legislation [=((H5+K5+J5)*(I5))]. A significance score of between 1 and 48 is calculated.

							Pre-control						Significance
Ref	Category	Process/Activity	Aspect Description	Condition	Impact Description	Interested Party Concerns	Impact	Legal	Quantity	Frequency	Significance	Rank	23
EA1	Air emissions	Production	Use of 500 litres/per year of VOCs in production processes	Normal	Reduction of air quality associated with emissions of pollutants including: greenhouse gases, acidifying gases, ozone depleters, VOCs	VOCs not consistent with Client's eco-philosophy	4	4	4	4	48	◆	Significant
EA2	Waste generation	Production	Production of hazardous waste	Emergency	Degradation of land/soil associated with disposal of general waste, hazardous waste, contamination issues	Regulators require waste transfer traceability	4	3	4	4	36	◆	Significant
EA3	Gas consumption	Buildings	Use of fossil fuels for heating	Normal	Emission of Co2 into atmosphere contributing to greenhouse effect. Depletion of natural and finite resources	Effects of climate change, preference for greater sustainability	2	3	4	4	30	▲	Significant
EA4	Diesel consumption	Transporting materials	Exhaust emissions from 10 diesel vehicles	Normal	Reduction of air quality associated with emissions of pollutants	Community and customer concerns	1	3	4	4	27	●	Significant
EA5	Wastewater generation	Production	Use of acidic cleaners for degreasing 200-300 litres per year with a pH of 9 – 9.5	Abnormal	Contamination of waterways and sewers associated with discharges of dangerous substances	Water utilities providers require a discharge consent	3	3	2	2	21	●	Not significant

1.2.2 Updating the Environmental Aspect Charts

The summary charts are used quantify and visualize environmental aspect and impact data. The charts in the 'Summary Charts' tab will automatically update based on the data that is collected by Rows 67 to 91 in the aspect identification register.



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To locate the data for each chart, right-click the chart and click '**Select Data**' from the menu. This will open the aspect identification register worksheet, highlight the source data, and allow you manually adjust the data range that each chart displays.

1.2.3 Viewing or Amending Input Messages

To amend or delete the input message, highlight the relevant cells, select the '**Data**' tab, select and click on '**Data Validation**' from the drop-down menu, then select the '**Input Message**' tab. Amend the 'Input Message' in the dialogue box, or select 'Clear All' to remove the input message.

1.2.4 Updating the Aspect Identification Register

The aspect identification register must be maintained on an ongoing basis and updated to reflect new issues as and when they emerge. Formally review the aspect identification register within management review meetings and document the results of the review within the minutes of the meetings.

1.3 How to Determine the Significant Aspects

The environmental criteria relating to an environmental aspect (e.g. type, size, frequency) or the environmental impact (e.g. scale, severity, duration, exposure), are the primary criteria for assessing the significance of environmental aspects - however, other criteria may be relevant.

ISO 14001 does not provide a standard or method with which to determine the significance of aspects. Part of the reason for not establishing a standard or method is that the significance of each aspect can vary for each organization based on various factors and concerns.

Significant environmental aspects can indicate where further integration needs to take place. For example, a significant aspect related to the procuring of goods or services may benefit from the inclusion of environmental requirements in the sourcing process, from technical specification definition, call for tender, supplier selection and contracting to controlling supplier activities.

1.3.1 Impact

How great is the impact upon the environment? Rank how severe the potential impact of a defined aspect might be. 'Great' might be something that is an immediate danger to human health or the environment. 'Low' or 'Average' is the minimum rating for a compliance related aspect or impact. 'Very Low' might be for something voluntary or something that has little to no impact on human health or the environment.

Score	Rating	Definition
1	Very low	Harmless/mild impact with little or no potential for harm
2	Low	Moderate, slightly harmful
3	Average	Serious or harmful, but not potentially fatal to plants/living beings
4	Great	Severe or catastrophic, very harmful and/or potentially fatal

1.3.2 Legislation

Is the activity regulated, or is there legislation related to the environmental aspect, you will need to determine if your company complies? Please note that any environmental aspects that are not in compliance with legislation and regulations, should be resolved before a certification process can be completed.

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