





Registered to
ISO 14001



Purpose and Expectation

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- Program Purpose - To provide a general awareness of the Waste Reduction and Disposal Division's (WRAD) Internal Audit and Third Party Audit Procedures

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- Our Expectation - For all WRAD Personnel to be able to understand the concepts of ISO 14001 and our EMS in relation to their jobs.

EMS Audit Purpose

- CHECK IF THERE IS A DOCUMENTED EMS:

"DID YOU SAY WHAT YOU WOULD DO?"

- CHECK IF THE EMS IS IMPLEMENTED:

"DID YOU DO WHAT YOU SAID YOU WOULD DO?"

- OBJECTIVELY AND IMPARTIALLY VERIFY:

"PROVE IT" - "SHOW ME"



Audit Stages

■ PLANNING

- Assemble Audit Team
- Define Audit Scope/Plan
- Review Documentation
- Prepare Checklists
- Conduct Opening Meeting



■ EXECUTION

- Interviews
- Observations
- Verification of Implementation

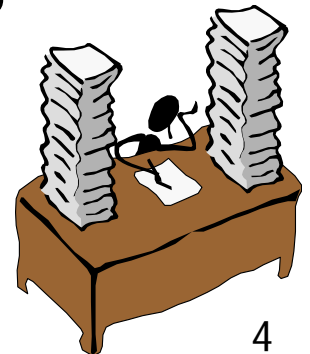
■ REPORTING

- Nonconformance Reports
- Summary Reports
- Closing Meeting

■ CORRECTIVE ACTION

- By Auditees

■ FOLLOW-UP





What is Objective Evidence?

- Verifiable information, records or statements of fact
- Can be quantitative or qualitative
- Used by the auditor to determine whether the audit criteria are met
- Typically based on interviews, document review, observations, and monitoring and measurement results

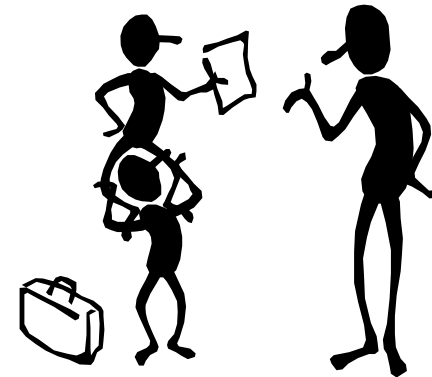


Audit Participants

- Auditee "YOU"

- ISO - The organization being audited.
- Class - The person (representing the department) who is actually audited.

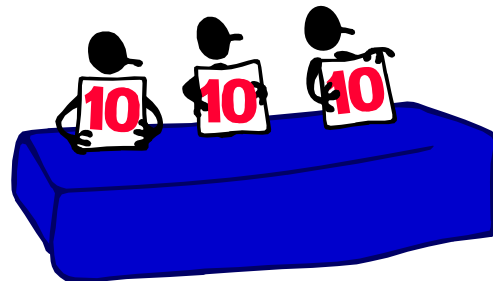
- Lead Auditor/Auditor



- Lead Auditor: a qualified and trained individual authorized to plan, organize and direct EMS audits of WRAD facilities, to report findings and observations and evaluate the adequacy of corrective and preventive actions.
- Auditor: a qualified and trained individual who is authorized to perform specific EMS audit functions under the direction of a Lead EMS Auditor.

Audit Grading

- **Observation:**
 - suggestion for improvement of the system
 - could result in a future non-conformance
- **Minor non-conformance:**
 - isolated incident of non-conformance
- **Major non-conformance:**
 - absence of a mandatory ISO 14001 requirement
 - many minor non-conformances of the same type
 - represents a system breakdown





QUESTIONS?



*ISO 14001
Environmental Management System
Internal Audit 4.5.5*