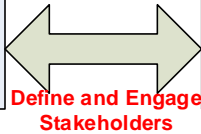


EH&S Road Map -The Journey-

General Requirements
Plan for Continual Improvement



EH&S Policy
Management Commitment and Support



PLAN
Planning
(Evaluate Risks and Prioritize)

- Aspects & Hazards**
1. Define Groups involved with Significant Aspects & Hazards
 2. Review Activities, Products and Services with Staff
 3. Identify Aspects & Hazards and Assign Significance
 4. Document the Significant Aspects and Hazards
 5. Maintain a Process for Updating Changing Business Conditions

- Legal & Other Requirements**
1. Identify the Legal Requirements Applicable to the Institution
 2. Identify Other Requirements to which the Institution Subscribes
 3. Develop a Process to keep the Identification of Legal Requirements Updated

- Objectives & Targets**
1. Consider all Elements of the Standard when Documenting the Objectives
 2. Establish SMART Objectives and Targets that can be readily and accurately Measured and Monitored
 3. Establish Project Responsibilities and Timeframes for Completion

SMART
Objectives & Targets
Specific
Measurable
Achievable
Realistic
Time-bound

DO
Implementation and Operation
(Assign Resources and Provide Training)

- Roles, Responsibilities & Authority**
1. Secure Appropriate Resources from Top Management
 2. Appoint An EMS Representative
 3. Involve all Levels of the Organization in the EHSMS

- Competence, Training & Awareness**
1. Identify Individuals working on the Site that have EHSMS Responsibility
 2. Determine the Criteria for How These Individuals are Deemed Competent
 3. Complete and Record Training

- Communication**
1. Develop a Process and Organizational Structure for Handling E/I Communications
 2. Define a Group/Function to make Decisions with regard to External Communication
 3. Document the Communication Activities

- Documentation**
1. Define a Process for Maintaining Documents for the EHSMS
 2. Create and Maintain Linkages to Related Documents (e.g., Compliance Programs, Regulatory Requirements and Permits, Licenses and Registrations)

- Control of Documents**
1. Follow 4.4.4 in the Document Control System
 2. Assign Resources and Provide Training

- Operational Control**
1. Identify Activities associated with Significant Aspects & Hazards
 2. Review Processes to Determine Those That may need Documented Procedures or Work Instructions
 3. Inform Contractors and Suppliers of Related Significant Aspects & Hazards

- Emergency Preparedness & Response**
1. Maintain up-to-date Emergency Procedures
 2. Establish an Organizational Structure for Responding to Emergencies and Accidents
 3. Hold Drills and Record Lessons Learned

CHECK
Checking
(Verify Systems)

- Monitoring & Measuring**
1. Identify Key Characteristics related to Operational Control
 2. Track Monitoring & Measuring Activities
 3. Retain Calibration Processes and Records

- 4Evaluation of Compliance**
1. Retain Compliance Plans and Documentation
 2. Retain Other Required Plans and Documents
 3. Consolidate Evaluation Process as Appropriate

- Nonconformity, CPAN**
1. Establish a System to Manage the Identified NCNs
 2. Take Appropriate Actions to Assure Effective Implementation
 3. Review Related EHSMS Documentation

- Control of Records**
1. Maintain EH&S Records in the Institutional Records Retention Schedule

- Internal Audit**
1. Define Team and Their Qualifications
 2. Train and Prepare Auditors
 3. Determine Methodology, Scope and Frequency of Audits
 4. Conduct and Report on Audit Findings

ACT
Management Review
(Secure Input)

- Management Review**
1. Engage Management in the Objectives & Targets Decision Making Process
 2. Complete Annual Management Review
 2. Record Decisions and Recommendations as Part of the Record

