

EP04 – Specifying Targets and Objectives

What is this?

This is a written procedure that outlines what is required when setting the environmental targets and objectives of the company.

Note: The environmental objectives of the company will be clearly stated within the environmental policy statement.

What does the responsible manager have to do?

The responsible manager must ensure that:

- Following the review of environmental aspects and impacts, the most significant issues are selected and used to set environmental targets
 - Targets set at the annual EMS review meeting are also recorded
 - Realistic timescales are placed on achieving the targets
 - Individuals are made responsible for completing the targets
 - The targets that are set are communicated to all interested parties
 - The targets that have been set are recorded and kept on file within the targets and objectives section of the EMS.
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What do employees have to do?

Employees must ensure that:

- They assist management in achieving the environmental targets set by the business, by undertaking roles and instructions issued to them.
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Associated documentation

EMS Sections

- Environmental Policy
- Targets and Objectives
- Environmental Impact Review

Environmental Procedures

- EP03 – Identification, Examination and Evaluation of Environmental Aspects and Impacts
- EP05 – Setting Key Performance Indicators (KPIs)
- EP16 – EMS Annual Review

Forms

- EF02 – Site Improvement Action Plan

