

# Thanks for the great job you have already been doing to protect our environment!

## What is an EMS?

An EMS is a formalized system to manage environmental issues in an organization.

Although formalization sounds challenging, SLAC is already implementing an EMS. We have a number of environmental programs and procedures in place. Some environmental programs and procedures are in development. This is a part of the EMS process to continually improve our environmental performance.

The EMS includes an ES&H Policy.

## What is the purpose of the Environmental Policy?

The ES&H Policy provides the general goals the organization will achieve to promote environmental stewardship. It is SLAC's public statement that it is implementing an EMS.

The policy:

- Identifies our overall environmental goals
- Affirms our commitment to continually reducing the potential environmental impacts of our activities

For current ES&H Policy, see:

[www-group.slac.stanford.edu/esh/isms/eshpolicy.html](http://www-group.slac.stanford.edu/esh/isms/eshpolicy.html)

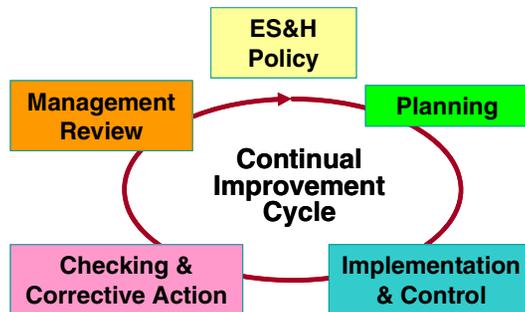
or, check your work area bulletin board.

## What are the benefits of an EMS?

- Prioritizes environmental concerns
- Integrates environmental programs and procedures into the organization
- Encourages continual improvement of environmental performance

## How does EMS support continual improvement?

The EMS operates as a cycle of continual improvement - a series of process steps. As a part of the SLAC Integrated Safety and Environmental Management System, EMS follows a Plan – Do – Check - Act model to improve performance.



## How does the EMS relate to what we do at SLAC?

The EMS is designed to help us protect our environment by reminding us to:

- Conform to the ES&H Policy
- Systematically address potential environmental impacts

## What is expected of all employees, users, students, and subcontractors in regard to our EMS?

All employees, users, students and subcontractors need to be aware of:

- SLAC ES&H policy
- Operating procedures that apply to their work to protect the environment

Sometimes, we may feel that our activities have little impact on the environment; however, we all have a role to play, for example:

- Whether you work in the field or in the office, recycling beverage cans and bottles, paper, cardboard, scrap metal, and other salvageable items helps reduce pollution in our landfills as well as reduce our community's waste disposal bills!
- Turning off the lights after you leave the office and purchasing more energy efficient appliances help conserve our natural resources, reduce our generation of greenhouse gases, and reduce our costs of using fossil fuels.

## What about employees whose activities can have a potentially high environmental impact?



**Help SLAC to continually improve its environmental performance!**

Employees in this category may supervise others or may be involved in or manage projects or programs that can have a potentially high environmental impact if certain activities are not properly controlled.

Employees in this category need to:

- Help achieve environmental policy goals
- Understand the potential environmental impacts of their work
- Understand the operating procedures that apply to their work

Examples of employees in this category include:

- ES&H Program Managers and Coordinators
- Line Managers, Supervisors, and Project Managers
- Engineers and Maintenance Staff (UTRs, Building Managers)
- Purchasing Staff

A number of SLAC employees and subcontractors perform work that can significantly impact the environment and organization. For example, as a result of past practices, SLAC and DOE have spent millions of dollars addressing the environmental impacts of solvents spilled into our groundwater. In turn, various environmental programs have been set up at SLAC to protect the environment and to identify employee roles and responsibilities.

## Questions?

See:

[www.slac.stanford.edu/esh/isms/ems/](http://www.slac.stanford.edu/esh/isms/ems/)

## What are the roles of manager & supervisor in the EMS process?

Supervisors & managers need to:

- Understand the EMS process
- Support SLAC ES&H policy and discuss with their staff the benefits of the EMS process in supporting SLAC's mission
- Provide resources (financial, staff, external) and appropriate training of employees
- Help employees understand the potential environmental impacts and the operational procedures that apply to their work
- Help employees understand their responsibilities and the environment impacts of their work
- Use JHAMs, AHAs, and project workplans to identify and address environment hazards

## What is top management's role in EMS?

Top management continually reviews:

- The suitability of EMS & the environmental policy
- EMS audit results & compliance evaluations
- Recommendations for improvement

*Note: Under Executive Order 13148, Greening of the Government through Leadership in Environmental Management and DOE Order 450.1, Environmental Protection Program, DOE facilities are required to implement an EMS by December 31, 2005.*



**Integrated Safety and Environmental Management System (ISEMS)**

## **Environmental Management System (EMS)**

***A Program to Protect Our Environment***



**UPDATED  
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