

Environmental Management Systems for SMEs - a free half-day workshop

Glasgow • Tuesday 20 September 2011 • Radisson Blu Hotel
Dundee • Wednesday 21 September 2011 • Hilton



Are rising resource costs, changing environmental regulations and increasing customer demands putting pressure on you to demonstrate good environmental performance?

An effective Environmental Management System (EMS) will help you to meet your legal obligations, be resource efficient, and showcase your abilities to your supply chain.

This FREE workshop has been specially designed for Scottish SMEs to introduce the skills needed to successfully implement an EMS in today's competitive marketplace. It outlines each stage of the EMS process and provides tried-and-tested, fast-track tools

and templates so that your business can implement improvements quickly. Using the skills shared will help your business:

- comply with changing legislation and avoid the risk of fines and damage to your reputation;
- improve environmental performance and demonstrate your new capabilities to employees, customers, suppliers and shareholders;
- improve resource efficiency and protect profits from unnecessary expenditure; and
- set achievable improvement targets.

This course qualifies for Continuing Professional Development (CPD) points from the Chartered Institution of Wastes Management.

“The Zero Waste Scotland EMS event provided invaluable practical advice and guidance, as well as an opportunity to validate our progress on our journey to implementing our EMS and to achieving ISO 14001:2004 accreditation”

Karen Elliot
*Business Compliance Manager
MGt plc*

“Interesting, useful and very well presented, with plenty of opportunity to ask questions and consolidate learning through practical exercises”

Norma Watson
*Office Services and Facilities Manager
Alliance Trust*

Ideal for:

SMEs (businesses with up to 250 staff); Directors, General Managers, Environmental Managers, Health and Safety Managers, Compliance Managers, Facilities Managers, Finance Managers, environmental champions and other business-performance influencers.

The workshop will cover:

- How to identify your environmental aspects.
- How to identify legislation applicable to your business and evaluate your compliance.
- Writing your environmental policy.
- Setting and tracking objectives and targets.
- Monitoring and measuring techniques to help you illustrate achievements.
- Controlling your operation under normal and abnormal conditions.
- Checking, auditing and reviewing performance.

- 08.45** Registration and breakfast
- 09.15** Welcome
- 09.30** What is an EMS? Why should we get one? How to develop a successful EMS in 8 stages
- 09.45** Stages 1- 4: how to identify your environmental aspects and regulatory requirements, develop a policy and set your objectives
- 10.30** Break and drop-in clinic
- 11:00** Stages 5 – 8: how to monitor, measure, review and keep your performance on track
- 11:50** Workshop
- 12:30** EMS in practice: a case study
- 12:45** Next steps: a lesson to take away
- 13.00** Lunch and drop-in clinic

This **FREE** workshop is available in Glasgow and Dundee. Book your place today:

www.zerowastescotland.org.uk/countmein

For further information email: andrew.leahy@zerowastescotland.org.uk

Enhance your CV

Earn CPD Points at this workshop