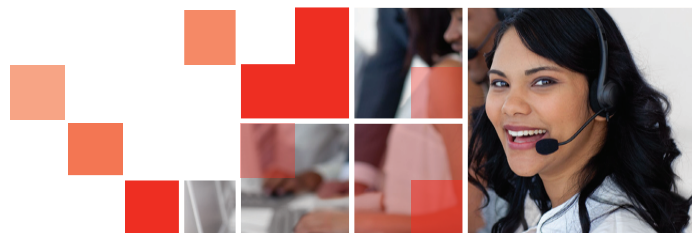


# ISO 14001:2004 and ISO 9001:2008



ASSESSING PERFORMANCE // IMPROVING QUALITY // CREATING CONFIDENCE

## Similarities

Linking or integrating your ISO 14001 environmental management system with your ISO 9001 quality management system will provide you with several advantages, including potential cost savings and improved efficiency and effectiveness. To link or integrate your management systems it is important for you to understand the similarities and the differences between ISO 14001 and ISO 9001 and their implications.

The similarities and differences, and the implications of these, are discussed below, using the key clauses of ISO 14001 as headings.

### 4.2 Environmental Policy

ISO 14001 requirements for an environmental policy are more detailed than ISO 9001 requirements for quality policies. Some specific commitments must be made in environmental policies and sufficient information included to demonstrate the relevance of the policy to the environmental impacts of the organisation.

The environmental policy must be publicly available. Because of these differences it is likely that environmental and quality policies will be separate, but complementary statements.

### 4.3.1 Environmental Aspects

ISO 14001 requires procedures to identify and assess the significance of environmental aspects and impacts. There is no direct parallel in ISO 9001 but a lot of the information and procedures in an ISO 9001 system will be relevant when identifying and assessing aspects and impacts.

### 4.3.2 Legal and Other Requirements

ISO 14001 requires procedures to comprehensively identify and have access to information about an organisation's regulatory and other obligations. There is no similar comprehensive requirement in ISO 9001. However, design control clauses in ISO 9001 have a requirement to identify regulatory requirements for a design and the process control clauses have a general requirement to comply with reference standards and codes.

### 4.3.3 Objectives, Targets and Programmes

ISO 9001 requires objectives for quality to be included in the quality policy. The ISO 14001 requirements are considerably more detailed. Separate environmental objectives and targets need to be set at all relevant levels in the organisation and they need to be kept up to date.

ISO 14001 requires formal, documented environmental management programmes setting out how environmental objectives and targets are to be achieved. There is no similar requirement in ISO 9001 for such a comprehensive programme. However, requirements for quality plans and for design plans do have some similarities.

### 4.4.1 Structure and Responsibility

Both ISO standards require responsibilities to be defined and written down. A single set of job descriptions, covering environmental and quality responsibilities could be developed.

### 4.4.2 Training, Awareness and Competence

Both standards require training needs to be identified and procedures to provide training. Both also require people to be competent/qualified for the tasks they carry out. ISO 14001 has some very specific requirements for basic environmental awareness training that need to be met.

### 4.4.3 Communication

ISO 14001, recognising that there is a range of interested parties for an EMS, requires procedures for internal and external communication. There is no similar requirement in ISO 9001 but some parallels could be drawn with procedures for contract review, where customer requirements are clarified and reviewed.

### 4.4.4 Environmental Management System Documentation

Both standards require the management systems to be documented. ISO 14001 provides more flexibility than ISO 9001. It does not specifically require a manual. There is opportunity to develop a single set of documents or manuals to cover the requirements of both standards.

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### 4.4.5 Document Control

Both standards require procedures to control management system documents. A single document control system should be developed to meet the requirements of both standards.

### 4.4.6 Operational Control

In ISO 14001, operational control is concerned with control of operations and processes that are associated with significant environmental aspects. The means for control (documented procedures, setting performance criteria) are similar to those for process control in ISO 9001.

The approach taken for process control in a quality management system could be used in an environmental management system but the specific activities and purpose of the control will be different. ISO 14001 operational control will also overlap with a number of other parts of the quality system, for example: purchasing and product identification.

### 4.4.7 Emergency Preparedness and Response

ISO 14001 requires formal procedures for emergencies. There is no similar general requirement in ISO 9001 but some parallels exist with the ISO 9001 corrective and preventive action requirements.

### 4.5.1 Monitoring and Measurement

ISO 14001 requires procedures to monitor and measure operations with significant environmental impacts, progress on objectives and targets and regulatory compliance. There are some direct parallels with ISO 9001 requirements for inspection and testing but matters being monitored will be different.

### 4.5.2 Evaluation of Compliance

ISO 14001 requires organisations to retain records of the periodic evaluation of all legal and other requirements. This means every piece of legislation/regulation relating to the organisation's environmental aspects will need to be evaluated.

### 4.5.3 Non-conformance and Corrective and Preventive Action

Both standards require procedures to deal with non-conformances and to initiate corrective and preventive action. The nature of an environmental non-conformance and appropriate action will usually be different from quality non-conformances but the same procedures should be able to cover both.

### 4.5.4 Records

Both standards require records systems and procedures to control records. A single records system should be developed to meet the requirements of both standards.

### 4.5.5 Environmental Management - System Audits

Both standards require regular internal auditing, with formal procedures and schedules. A single auditing schedule and set of procedures could be developed. Additional guidance may be needed in procedures about methods and personnel to be used in environmental audits.

### 4.6 Management Review

Both standards require regular management review. The review required by ISO 14001 is, however, considerably more wide ranging than that required by ISO 9001.

### Summary

Environmental management systems and quality management systems can be integrated. If you have an ISO 9001 quality system in place, you have a framework to build on for your environmental management system.

It is most important, however, not to try and develop your environmental management system simply as a "tack-on" to your quality management system. To develop your environmental management system, you will need to do some basic homework and are likely to require some additional technical expertise and resources.

**Once your homework is done, you can then build on your quality management system. There are three steps:**

#### 1. Do your homework:

Develop a very clear understanding of your environmental position, the environmental aspects and impacts you must manage in your environmental management system and the expectations of regulators and interested parties.

#### 2. Use your quality management system

See what existing procedures and systems in your quality management system you can use or adapt to help you manage your environmental impacts.

#### 3. Develop new systems

Develop the new procedures and systems you need to implement your environmental policy and achieve your objectives and targets, and integrate these with your existing management systems.



*To find out more or to apply to begin the certification process, contact us on 0800 004 004 or email [admin@telarc.co.nz](mailto:admin@telarc.co.nz)*