

TRAINING BROCHURE

**Environmental management
systems in practice –
ISO 14001**

Environmental management systems in practice – ISO 14001 & ISO 14001

Introduction

Having an environmental management system according to ISO 14001 means that the organization works with environmental issues in a systematic and serious way. ISO 14001 sets requirements that the company must meet. Requirements that in many cases can be extensive and involve a great deal of work. To succeed with this work in a good and efficient way, it is important to get it right from the start. Many companies have discovered this and have had to "recommence".

ISO 14001

When introducing an environmental management system according to ISO 14001, it is important that the organization understands what it entails, especially the management. Management's understanding and commitment is a crucial factor in the implementation of an environmental management system, if it's going to be successful.

In addition to knowledge and understanding of what it means to introduce an environmental management system, the work must be planned and managed. A well-thought-out time and activity plan and clear project directives make the work much easier.

The aim of an environmental management system, according to ISO 14001, is for the company to achieve continuous improvement and thus reduce its environmental impact. This requires prioritization and constant work on what is most important and has the greatest positive impact on the environment.

What is most important to work on? This is the question that an environmental assessment will help to answer. The environmental assessment maps out how the company affects the environment today and how it deals with environmental issues. Based on the environmental assessment, you prioritize your environmental work and ensure that you work with what is most important. A well-conducted environmental assessment is an important foundation when implementing an environmental management system.



For whom?

The course is intended for those that are about to set up, work with or are affected by environmental management systems. No prior knowledge is required. A homework assignment and the ISO 14001 standard will be sent with the invitation so that participants can familiarize themselves in advance with environmental issues and the standard.

The aim of the course

You will gain practical knowledge on how to build a functioning environmental management system

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in accordance with ISO 14001. After completing the course, you will know the basics of environmental management systems, laws, problems, and tools. The course also provides insights into the importance of having an environmental management system in an organization.

Contents

Environmental management systems outlined

- Sustainable development.
- Environmental problems and achievements.

Tools

- Eco-labelling.
- Environmental assessment.
- Activities, aspects, and impacts.

About environmental management systems

- Background to environmental management systems.
- The rationale for environmental management systems.
- ISO 14000 series.

The requirements

- Environmental management – ISO 14001.
- Environmental legislation.

Implementation and operation

- Environmental management systems in relation to other management systems.
- Successfully implementing and managing an environmental management system.
- Certification.
- Questions and answers.

Workshops

- Workshops are mixed with theory throughout the course to give the participants a practical knowledge of how to build a functioning environmental management system.

Homework assignment

- Before the course, participants receive a homework assignment to help them prepare.

Standard

- An original SS-EN ISO 14001:2015 is included in each course binder.

Program

Day 1

09.00-18.00

- Introduction .
- Introduction to environmental management systems.
- Sustainable development.
- *Coffee*
- Environmental challenges.
- Environmental aspects, environmental impacts, and environmental objectives.
- Workshop: Identifying environmental aspects.
- *Lunch*
- Workshop: Identifying environmental aspects – accounting.
- ISO 14001 – requirements.
- Workshop: Policy, objectives and action plan – part 1: Policy.
- *Coffee*
- ISO 14001 – requirements, cont.
- Workshop: Policy, objectives, and action plan – Part 2: Objectives and action plans.
- Closing session.

Day 2

08.00-17.00

- Summary of day 1.
- ISO 14001 – requirements, cont.
- *Coffee*
- ISO 14001 – requirements, cont.
- Workshop: Finding ISO 14001 – part 1, cont.
- ISO 14001 – Requirements.
- *Lunch*
- Workshop: Finding ISO 14001 – part 2.
- Review of homework assignment.
- The legal requirements of ISO 14001.
- Introduction to environmental legislation.
- *Coffee*
- Introduction to environmental legislation, cont.
- Certification of environmental management systems.
- Closing session.

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Workshop

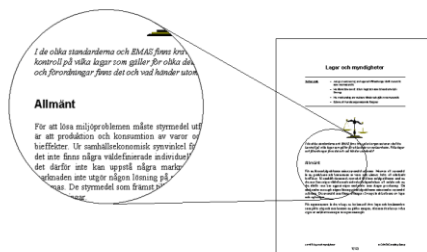
The theory sections of the course are mixed with several different workshops. These workshops are based on assignments carried out by CANEA consultants.

Course certificate

A certificate of attendance will be issued for participation on all days of the course.

Course material

The course material consists of a course binder in which the different lectures are documented in detail. It is detailed enough to be used as a reference book in daily work.



Our goal is to always offer the best training material on the market.

The lecturers

The course is given by lecturers with good pedagogical skills and expertise in project management. All lecturers have extensive experience in project management work and contribute with examples from real situations.

Course fee

The price per participant is specified in the training calendar. The price includes full course documentation, lunch, and morning and afternoon coffee.

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Our training methodology

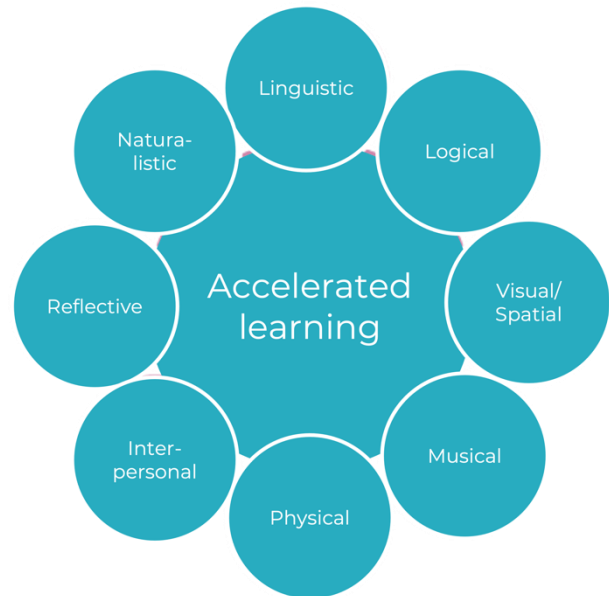
We run both open and in-house training courses. Knowledge is the basis for fact-based decisions and a prerequisite for engaging management and staff. Knowledge is part of our approach to changing behavior. Simply providing information is seldom enough to make people act differently.



The staircase model for information transfer and processing of values and attitudes

We complement the information with methods to address the values and attitudes of the participants. Through well-thought-out workshops, we go through all stages of the learning process. In in-house training, we often use the staircase model (see picture above) with training in the company's own operations and follow-up.

To further customize the training, company visits and consultations with our experienced consultants often precede in-house training. Part of our strength is that we can offer a complete solution for each company's training needs, from operator level to senior management. Our training courses are based on best practices from practical work in companies, where the lecturer provides many real-life examples. This is combined with a theoretical foundation.



The Accelerated Learning methodology, which involves stimulating learning with all the senses, is widely applied. The training group should consist of a maximum of 20 people, which gives the lecturer the opportunity to activate all participants in discussions. By alternating theory with activities and workshops, participants are given the opportunity to apply what they learned, which facilitates learning.

Contact us for more information:

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CANEA – lasting success

There are three key factors for a successful change process: Competence to create and drive the change. IT systems that control and support it properly. And relevant know-how among your employees to maintain it over time. We are unique in bringing these three factors together in an integrated offering. This is a key reason why we have been able to deliver great results to hundreds of customers over the past 20 years.



CANEA Management – making your organization better

Our experience from numerous assignments shows that there are valuable opportunities for improvement in every organization. To meet increasingly stringent requirements, it is important to develop your own operations.

We have extensive experience with what works. This is gathered in our own method library, which forms the core of our knowledge and experience management. Based on each client's situation, an adaptation is made so that both the whole and the details work.

Our consultants understand both the whole and the details of an organization's environment, function, and management. Additionally, they have well-developed analytical mindsets and the ability to motivate. Teaching skills are also a given since we place great emphasis on knowledge transfer.

CANEA ONE – an integrated software suite

CANEA ONE is a comprehensive software suite for effective business management. The system enables control, implementation, monitoring and improvement of the business thanks to a fully integrated management of strategies, projects, processes, cases and documents.



CANEA Document

A document management system that creates order. Ideally managing an integrated management system.



CANEA Workflow

A case management system that allows you to design, deploy and monitor all types of workflows in a single solution.



CANEA Project

A comprehensive and easy-to-use project, portfolio, and resource management system supporting all aspects of project activities.



CANEA Process

An effective solution for modeling, communicating, collaborating, and improving business processes.



CANEA Strategy

Enables strategy activation through smart features such as goal decomposition, communication, and visualization.

