

Form	3.0 EMSF Management Review Agenda
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- 1.0 Review of previous management review meeting minutes (if applicable).
- 2.0 Review of EMS Audit findings.
- 3.0 Review of the financial benefits, efficiencies and risk management the EMS has delivered.
- 4.0 Review of Legislative Compliance and Conformance with the requirements of interested parties (corrective and preventative action updates).
- 5.0 Review of whether the environmental aspects, both significant and not significant are still representative of the organisations operations in view of changing circumstances.
- 6.0 Document a decision as to whether information relating to the organisations significant environmental aspects should be made publically available.
- 7.0 Discussion as to whether the requirements of the objectives, targets and environmental management programmes are being met, set new objectives and targets for the year ahead.
- 8.0 Review of environmental performance indicator data, discussing any identified trends.
- 9.0 Discussion of the trends and causes of environmental incidents and non conformances.
- 10.0 Review of the current environmental training regime, is it working successfully?
- 11.0 Review of important environmental communications (including complaints) – key clients and stakeholders.
- 12.0 Review of the overall adequacy and effectiveness of the EMS; is it working and embracing changing conditions.
- 13.0 Review of the Environmental Policy: does its scope still reflect accurately what the organization is doing?
- 14.0 Any other improvements to the EMS.

15.0 AOB

Changes to the procedure

Version	Reason for Change	Date
2	Removal of EMSF3, resulting in a form number change for <i>4.0 EMSF Management Review Agenda</i> to <i>3.0 EMSF Management Review Agenda</i>	August 2011