

NCCOS	EMS ENVIRONMENTAL MANAGEMENT SYSTEM STANDARD	Date Issued/Revised: 10/19/05; 02/25/08
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EMS 008
ENVIRONMENTAL OPERATIONAL CONTROLS

1. PURPOSE

To ensure that documented operational controls are implemented and maintained to control activities that may result significant environmental aspects or a deviation from principles articulated in the environmental policy and objectives and targets. These will include operating criteria and be communicated to appropriate partners and contractors.

2. SCOPE

This procedure applies to NOAA line functions that have implemented an Environmental Management System (EMS).

3. METHODOLOGY

3.1 For each activity with significant potential environmental impacts, and therefore aspects, should have an operational control developed for it. This should control that activity so that the identified impact does not occur. Operational controls should be documented, standard operating procedures or work instructions. Where possible the Compliance Assurance Program (CAP) should be used in the development of operational controls to ensure legal requirements are incorporated into procedures (or work instructions).

3.2 Where possible the operational control should include:

- The activity(s)/operation(s) to which the control applies
- The environmental aspects of the activity that are being controlled
- The functions/job types that should use the control
- Specifications describing how the activity(s)/operation(s) should be executed so as to meet legal requirements and avoid potential impacts
- Legal or other requirements that are being controlled
- How the performance/effectiveness of the control will be measured/monitored.

3.3 An operational control may be separate or part of a wider procedure or plan (such as a Chemical Hygiene Plan). In all cases operational controls must be easily available to employees and contractors as applicable.

3.4 A system must be in place to ensure only current versions of operational controls are available to employees and that employees are made aware of any changes to controls.

4. FACILITY REQUIREMENTS AND RESPONSIBILITIES FOR IMPLEMENTATION

Facility EMS Teams should follow the methodology above to develop operational controls.

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<http://coastalscience.noaa.gov/ems/>