

## EMS Tool 5

### Setting Objectives and Targets

#### Instructions:

This EMS Tool is used to evaluate each Significant Aspect to assess whether or not an Objective and Target should be established.

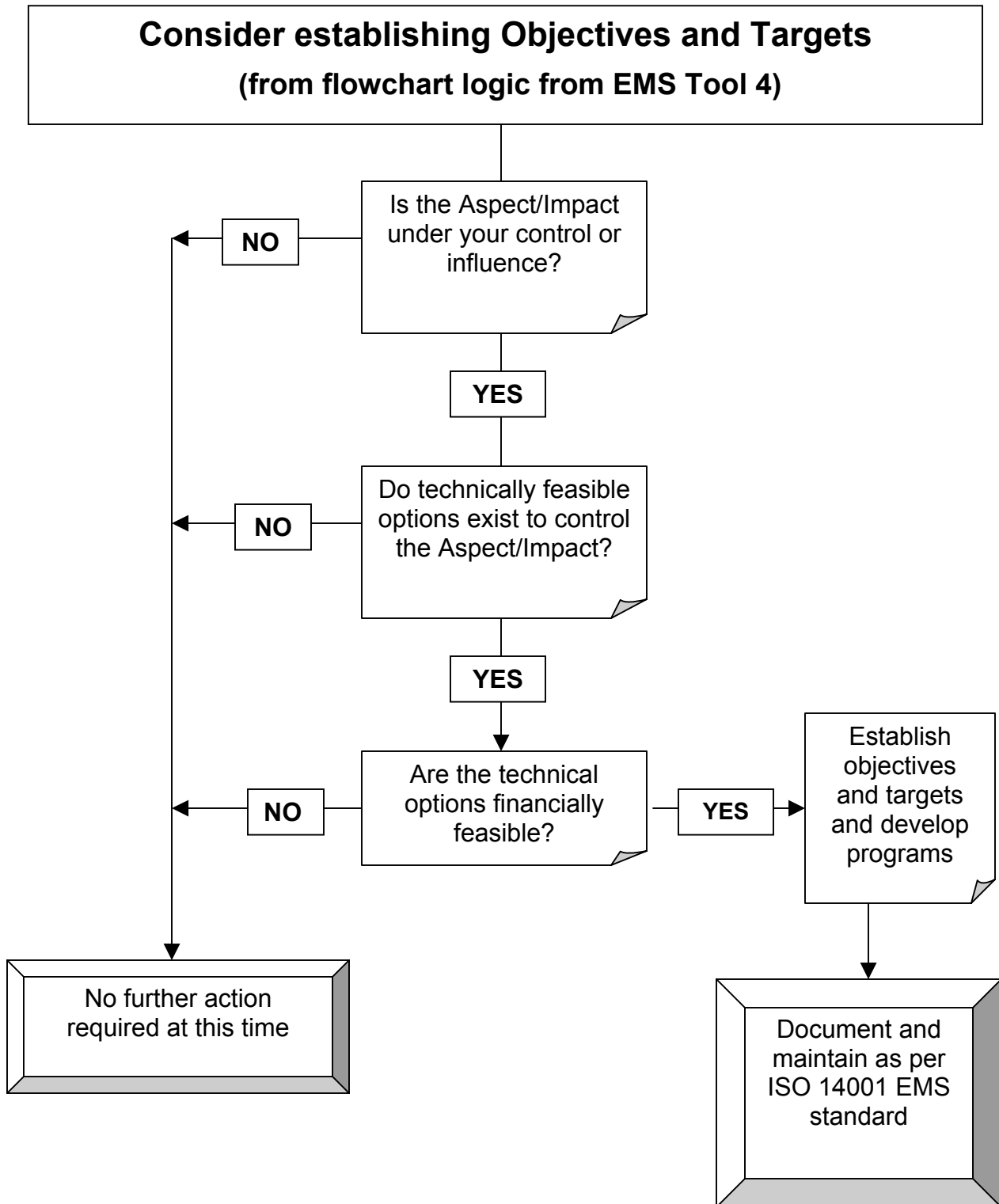
1. Transfer all Significant Aspects identified using EMS Tool 4 onto EMS Tool 5. You will be able to complete the first three columns (Activity, Significant Aspect and Document Number) using the information on EMS Tool 4.
2. For each Significant Aspect answer three questions shown in the attached flowchart:
  - a. Is the aspect under your control or influence?
  - b. Do technical feasible options exist to control the aspect?
  - c. Are the technical options financially feasible?
3. Once the three questions have been answered for each Aspect, determine whether an Objective and Target should be established using the decision logic from the attached flowchart.
4. Use the Table to record the results of your evaluation

**Note: Once it is determined that an Objective and Target should be established for a specific Significant Aspect, each municipality will have to evaluate options.**

**Objectives and Targets should be set so that they represent a valuable but achievable goal to base your EMS Programs around.**

#### For example:

- 100% compliance with regulations
- Zero hazardous chemical releases or spills
- 10% reduction in electricity use
- 25% reduction in solid waste disposal
- Etc...



## EMS Tool 5: Setting Objectives and Targets

Municipality: \_\_\_\_\_

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Prepared by: \_\_\_\_\_

**Create new pages as needed**

Date: \_\_\_\_\_

Activity	Significant Aspect (from Tool 4)	Document Control Number (from Tool 4)	Is the Aspect/Impact under your control or influence?	Do technically feasible options exist to control the Aspect/Impact?	Are technical options financially feasible?	Objective and Target should be developed