

EMS Tool 7

Register of Environmental Management Programs

Instructions:

This EMS Tool is used to document the results from completion of Tasks 7 to 10 into a single registry. It will become part of the overall management system manual.

1. Use the Environmental Management System Registry Table to record the results of your EMS process.

Note: Often this planning process (Tasks 7 – 10) is completed annually or within the normal budgeting period of your organization.

Environmental Management Systems Toolbox

Example of a completed Registry

Municipality: Example

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Activity	Aspect Document No. (Tool 4)	Aspect	Impact	Objective	Target	Program Doc. No. (Tool 6)	Operation Control (Later workshop)
Wastewater operations	AIE 001	POTW discharge	Water	Proper operation	Zero violations	EMP 001	
		Sludge handling	Land	Proper handling and storage	Zero spills	EMP 002	
		Potential spill	Land	No accidental spill	Zero	EMP 003	
Chemical Handling	AIE 002	Potential release to air	Air	No accidental release	Zero	EMP 004	
		Potential release to land	Land	Proper handling	Zero spills	EMP 005	
Office/Admin	AIE 003	None					
Operations of facility	AIE 004	Storm water	Water	NPDES Compliance	Zero violations	EMP 006	
		Bio-haz/Medical	Land	Proper handling/disposal	No exposure	EMP 007	
		Metal scrap	Land	Recycle	100% recycled	EMP 008	
		Pesticides use	Water and land	Compliance	Licensed contractor	EMP 009	
		Filters, used oil/oil impregnated items	Land	Proper disposal and handling	Zero spills	EMP 010	
		Propane storage	Air	No accidental release	Zero	EMP 011	
		Noise	Air	OSHA Compliance	No threshold shift	EMP 012	