

Responsible Sector
Environmental Manager

Approval:
Quality Manager

CONTROL OF REVISIONS

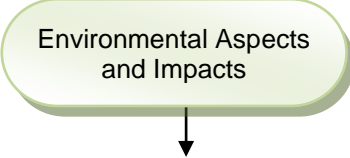
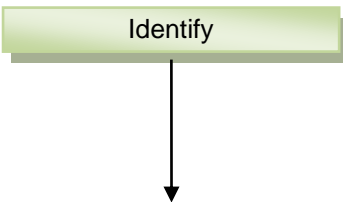
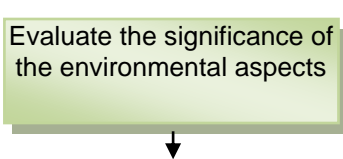

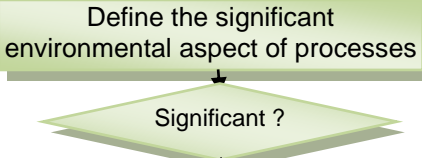



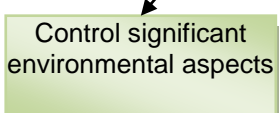
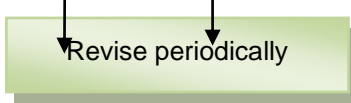
Initial emission: 10/11/20XX

1. Objective:

Establish a system for the identification and assessment of Environmental Aspects that are controlled or over which it influences in order to have significant impacts on the environment

2. Application:

Applicable to all sectors involved in the EMS.

ACTIVITY	DESCRIPTION / OBSERVATIONS	RESPONS
	<p>DEFINITIONS: <u>Environmental aspects:</u> Activities or elements of activities that can interact with the environment. <u>Environmental impacts:</u> any change in the environment is harmful or beneficial, resulting totally or partially from the company's activities.</p>	Environmental Manager
	Survey the processes carried out in the spreadsheet "Survey and Assessment of Significance of Environmental Aspects" (Annex-A), considering the inputs and outputs referring to all activities, products and services and the respective environmental aspects and impacts, in normal, abnormal situations (whose action is restricted to the location of the event) and emergency (need resources external to the location of the event and even the company).	Operator under leadership of the process leader
	Assess the significance of all Environmental Aspects raised, giving scores for the item's frequency / probability and severity. The degree of significance of each environmental aspect is determined by the product frequency / probability x severity, as indicated in the Aspects Worksheet.	Operator under leadership of the process leader
	Verify the adequacy and approve	Process leader
	Aspects with a score greater than 12 (to be defined, based on the average score obtained) will be considered significant.	Process leader
	Keep control of the spreadsheets	Environmental Manager
		
	Disclose environmental aspects to employees, so that they are aware of the main aspects related to their own activities.	Process Leader
	Control significant environmental aspects in the following ways: - definition of objectives and goals for continuous improvement - promote operational control, monitoring and emergency plan, if applicable	Process Leader
	Reassess the environmental aspects (Processes, activities, products and services) when: - there are changes in legal requirements; - changes in environmental policy occur; - an internal audit identifies a non-compliance; - relevant internal / external communications are recorded; - changes in processes and / or equipment occur. and / or materials - every 2 years carry out a general review	Process Leader and Environmental Manager