

## Summaries of changes to ISO 14001

ISO 14001 year 2004 changes are considered having some effect on EMS ISO 14001, the changes require reviewing the EMS and taking action for transition (information is under control of TC 207). Considering the most relevant changes in advancing / transition to ISO 14001 2004 standard includes (an overview for transition / implementation):

**Clause 4.1, Scope** - requires defining the scope of the EMS (environmental management system) linking to the organizations activities, products, and services (and processes). First consider defining the scope of the EMS within the "boundaries" of products, services, activities, and processes as these relate [for ISO 9001:2000 organizations consider requirement 4.1, and organizations implementing ISO 14001 may be helpful reading ISO 9001:2000 clause 4.1]. The previous indicates an overview on how the EMS fulfills ISO 14001 2004 [some thoughts are internal auditing, management system review providing that these link].

**Clause 4.2, Policy** - The scope of the EMS and its policy must be consistent. The requirements for the policy remains about the same, now explicitly indicating that must be developed by top management, and other explicit terms in tune with the 1996 version.

**Clause 4.3.1, Environmental Aspects Identification** - Changes involve in assisting to clarifying statements from 1996 version and the change of the "or" for "and" (within the scope of the EMS); "... products *and* services..." Control and influence are now mutually exclusive, whilst introducing planned and new developments... new and modified activities... Considering identifying significant aspects must occur from development, implementation, and maintaining the EMS (see 4.1). Information on environmental aspects needs be in documentation format. To a more assertive statement, "... over which it can be expected to have..." changes to the following "...those which it can influence."

**Clause 4.3.2, Legal and Other Requirements** - The wording changes to "legal" in better addressing context to different world regions. Consideration must be given with changes to clause 4.1, for development, implementation, and maintaining the EMS.

**Clause 4.3.3** - No significant change.

**Clause 4.3.4** - No significant change.

**Clause 4.4.1**, Resources, Roles, Responsibility and Authority, please note that this is a new title. This title reflects the importance and relevancy of each term to the EMS. Some minor wording changes include from "...provide..." to "...ensure the availability..." Do not forget that this will require reviewing auditing, planning, and responding to emergencies.

**Clause 4.4.2, Competence, Training and Awareness** - Whilst using the same terms in the title notice the change in sequence. This change reflects the expected order of importance of the terms-subjects. Also consider that introduces a new phrase that broadens the individuals within an EMS; "...*persons working for, or on*"

*behalf of ...*" Combining these previous two sentences, provides for the organization to include not only relevancy to significant environmental aspects but as well extending to those *working for or in behalf of the organization* . (Note: also consider that training provider and supporting services are inclusive to 4.4.6).

**Clause 4.4.3, Communication** - In specifically addressing the European Requirements (EMAR / EMAS), if the organization decides communicating externally the environmental aspects (environmental performance), ISO 14001:2004 address this issue. This is strictly on a volunteer globally, realizing that within the European Union is require.

**Clause 4.4.4, Environmental Management System Documentation** - in pursuit of continuing compatibility with ISO 9001:2000 the term applied is "Documentation." Thereof, consider this clause also in the light of ISO 9001:2000 when integrating EMS and QMS. The EMS documentation and records must be those to ascertain objective evidence on the effectiveness of implementing the policy, planning, and execution (including improving), control of operations, verification, and control, improving, and reviewing the EMS.

**Clause 4.4.5, Document Control** - Again, changing the title and wording reflects compatibility with ISO 9001:2000. Other than compatibility between QMS ISO 9001:2000 and EMS ISO 14001:2004 there are no significant changes.

**4.4.6, Operational Control** - No significant change.

**4.4.7, Emergency Preparedness and Response** - The structure changes by placing some of its already content in bullets to emphasize each as pointer for the organization to address.

**4.5.1, Monitoring and Measurement** - Best to see new clause 4.5.2.

**4.5.2, Evaluation of Legal Compliance** - This is a new clause

*[Note: addressing the concern of many government entities / authorities on their responsibility on environmental and social issues and EMS ISO 14001 1996].*

This is construe as the most impacting change to ISO 14001 2004 - this "new" clause brings the last paragraph of 4.5.1 as a separate clause. This clause brings the importance of periodically reviewing legal requirements / compliance under which the organization *ascribes*. It implies provision of records to demonstrate that this review occurs. This requires that the EMS be review to address the requirements of this "new" clause.

**4.5.3, Non Conformance, Corrective and Preventive Action** - Includes clarifications ascertaining that prevention (measures or potential of non conformity) and corrective action are two occurring events (which may be mutually inclusive). Thereof, "action to eliminate the causes of potential non conformities to prevent their occurrence" can lead to changes in your EMS procedures.

**4.5.4, Records** - States that organizations need records to demonstrate implementation of procedures and achieving results. These must demonstrate complying with the EMS (procedures and results). Whilst record retention times are not specifically required, record retention needs being specified (consider legal requirements and contractual agreements such that provide a demonstrable sustainable EMS).

**4.5.5, Environmental Management System Audit** - Whilst there are no wording changes, auditing must be reviewed *in the light* and effect of other changes (such as 4.5.1, 4.4.2).

**4.6, Management Review** - The wording provides (more direct) compatibility with ISO 9001:2000, which includes inputs and outputs for reviewing the EMS. Addition includes reviewing for improving the EMS (from target and not merely objectives).

The advent of ISO 14001:2004 shall not require additional training, unless otherwise the organization decides for a short review presentation or an "IMS" (integrated management systems," integration of management systems such as ILO-OSH, OSH.MS, OSHAS 18001, ISO 9001 and variants with ISO 14001.) It will require reviewing the EMS by management, (perhaps a gap analysis), acting on any changes, inclusive to auditing against ISO 14001:2004 before transition.

# ISO 14001 Revisions Bring Changes

- **4.1 General Requirements:** scope of the Environmental Management System (EMS) expands in some areas to cover persons working for, or on behalf of, your organization;
- **4.3.1 Environmental Aspects:** management of change requirements added;
- **4.3.2 Legal and Other Requirements:** linkage to environmental aspects;
- **4.3.3 Objectives, Targets and Programs:** combined with Environmental Management Programs;
- **4.5.2 Evaluation of Compliance:** this new element now affects other requirements in addition to periodic legal compliance evaluations;
- **4.5.5 Internal Audit:** auditor independence requirements added; and
- **4.6 Management Review:** input and output requirements added.

10/04	Revised Standard Approved
11/04	Publication of Revised Standard Audits to Either Version of Standard
5/05	Audits to New Standard; New Certificates Issued Despite Gaps
5/06	Full Conformance to Revised Standard



These standard changes will affect each organization and their environmental management systems differently. Organizations should conduct a full review of the new requirements.

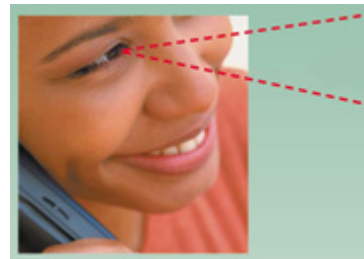
Ref.: 940  
15 November 2004

## ISO publishes improved versions of ISO 14000 environmental management system standards

ISO today published revised, improved versions of its **ISO 14001** and **ISO 14004** standards and expects them to put the benefits of implementing an **environmental management system (EMS)** within the reach of an even greater number and variety of organizations worldwide.

"These standards represent the state of the art in environmental management practice," affirmed ISO Secretary-General Alan Bryden, "and are at the leading edge of ISO's comprehensive offering to help organizations address all three dimensions of sustainable development - social, economic and environmental."

ISO 14001:2004 specifies the requirements for an EMS which provides a framework for an organization to control the environmental impact of its activities, products and services, and to improve its environmental performance continually. ISO 14004:2004 provides guidelines on the elements of an EMS, its implementation and the principal issues involved.



*For managers  
with a strategic perspective*

Oswald A. Dodds, who chairs ISO/TC 207/SC 1, the ISO technical group that developed the two standards, provided an executive summary of the improvements: "These revised versions take account of the considerable body of user experience since the standards were first published in 1996. ISO 14001:2004 is easier to understand and easier to use. The intent of its requirements has been made clearer, which will facilitate its translation and consistent implementation around the world. In addition, its compatibility with the ISO 9001:2000 standard for quality management systems, which is also used worldwide, has been increased.

"In turn, ISO 14004:2004 is more consistent and compatible with ISO 14001:2004, which will encourage their joint use and so enrich understanding of EMS. The language of ISO 14004 has also been made more accessible to small and medium-sized enterprises. As these make up the vast majority of businesses in the world, it is very much in everyone's interest that they too implement the good environmental management practices distilled in ISO

14001:2004 and ISO 14004:2004."

ISO 14001 is the standard against which an organization may have its EMS audited by an independent certification body that then vouches for the conformity of the system to the standard's requirements by issuing an "ISO 14001 certificate". Certification is not a requirement of the standard, but many organizations have chosen this option because of the perceived credibility of an independent verification. Up to the end of December 2003, at least 66 070 certificates to ISO 14001:1996 had been issued in 113 countries and economies, over 34% more than the previous year and the largest annual increase so far recorded by The ISO Survey.

Alan Bryden announced: "Although ISO itself does not carry out certification, we wish to ensure a smooth transition to ISO 14001:2004 for organizations currently certified to ISO 14001:1996. We have therefore been cooperating to develop a joint policy for the transition with the International Accreditation Forum." [The IAF is an international association that represents national accreditation bodies set up in many countries to verify the competence of certification bodies.]

ISO and the IAF have agreed to set the period for making the transition from certificates of conformity to ISO 14001:1996 to the ISO 14001:2004 version at 18 months from the publication date of the latter. Beyond this period, the IAF will recognize only certificates to ISO 14001:2004. The technical details of this 18-month transition policy, including instructions for certification bodies accredited by IAF members, are currently being balloted by the organization and are expected to be finalized in early December, when they will be announced in a joint ISO-IAF communiqué.

Delegations of experts from 61 countries participated actively in the development of ISO 14001:2004 and ISO 14004:2004 within Subcommittee (SC) 1 of ISO technical committee ISO/TC 207, *Environmental management*. Another 12 countries have observer status and 10 international organizations have liaison status.

The ISO/TC 207 Chair, Daniel Gagnier, commented: "Forward-looking business organizations need to commit to sustainable development as a strategic objective. That means implementing good environmental management practices, not polluting or depleting the environment, reducing waste and making efficient use of resources, and respecting the environmental concerns of customers, shareholders, employees, local communities, regulators and society as a whole. ISO 14001:2004 and ISO 14004:2004 provide a road map to this strategic objective."

**ISO 14001:2004, *Environmental management systems - Specification with guidance for use***, costs 97 Swiss francs and **ISO 14004:2004, *Environmental management systems - General guidelines on principles, systems and supporting techniques***, costs 128 Swiss francs. Both are available from ISO national member institutes ([see the complete list](#) with contact details) and from ISO Central Secretariat (see below).

**ISO Store:** to order

*ISO 14001:2004, Environmental management systems -  
Specification with guidance for use*

and

*ISO 14004:2004, Environmental management systems - General  
guidelines on principles, systems and supporting techniques*

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