

# Appendix F

## EPA-sponsored EMS Source Documents

Brief descriptions of the EPA-sponsored EMS source documents used to develop this EMS Guide are provided below:

- Environmental Management Systems: An Implementation Guide for Small and Medium-Sized Organizations, NSF International, Second Edition, January, 2001. This document, supported with funding from the EPA Office of Water, explains EMS concepts using the ISO 14001 standard guidance, tools, forms, and examples that are broadly applicable to many different types of businesses.
- Integrated Environmental Management Systems Implementation Guide, EPA, Office of Pollution Prevention and Toxics, EPA 744-R-00-011, October 2000. This document represents efforts by EPA to show how Design for the Environment (DfE) technical work can be used to support the development of an EMS. It unites the EMS plan-do-check-act model with DfE approaches such as the EPA Cleaner Technologies Substitutes Assessment Methodology. It contains useful EMS guidance, tools, forms, and examples and has material especially relevant to facilities with intensive chemical use.
- Integrated Environmental Management Systems, A Company Manual Template for Small Business, EPA, Office of Pollution Prevention and Toxics, EPA 744-R-00-012, December 2000. This document represents an EMS template, including cover page, table of contents, and complete documentation for a fictional corporation. It contains procedures and associated forms for an EMS that are designed according to the principles of the Integrated Environmental Management System Implementation Guide (see above).
- Implementation Guide for the Code of Environmental Management Principles for Federal Agencies (CEMP), EPA, Office of Enforcement and Compliance Assurance, EPA 315-B-97-001, March 1997. This document helps federal agencies move toward responsible and proactive environmental management. It describes five broad principles that are meant to foster environmental performance objectives that are proactive, flexible, cost-effective, integrated, and sustainable.
- Improving Environmental Performance and Compliance, 10 Elements of Effective Environmental Management Systems, Guidance Document, Enforcement Cooperation Program of the Commission for Environmental Cooperation, June 2000. This document sets out what the three North American governments have agreed is important to address in implementing an EMS. It is intended to assist EMS users in making responsible decisions and taking actions to achieve better environmental performance by maintaining and moving beyond compliance with environmental laws. It provides a list of 10 elements to ensure that what needs to be done is being done to meet environmental goals. It is intended as guidance for those organizations in the public- and private-sectors that seek to apply EMS in a way that will work effectively and build better relationships with customers, suppliers, lenders, investors, the local community, and the government.
- Environmental Management Review (EMR) National Report: Lessons Learned in Conducting EMRs at Federal Facilities, EPA, Office of Enforcement and Compliance Assurance, EPA 315-R-99-003, November 1999. This document presents lessons learned by EPA from its review of individual facility environmental protection programs and management systems. This program is intended to ensure compliance and progress towards environmental excellence. Supplementary EMR Checklists are also included with this document.
- The EPA Environmental Management System Pilot Program for Local Government Entities, Prepared by Global Environment & Technology Foundation, Assistance Agreement No. X 825557-01-0, January 2000. This document represents a final report to EPA on a multi-year pilot program to implement EMS for local government entities. It presents lessons learned and examples that can be useful to businesses and other organizations.