



Self-assessment questionnaire

How ready are you for ISO 14001?

This document has been designed to illustrate your company's readiness for an ISO 14001 Environmental Management System. By completing the questionnaire your results will allow you to self-assess your organization and identify where you are in the ISO 14001 process.

Information provided will not be disclosed and will be destroyed immediately after use. Please mark your answers for **Yes** and **leave blank for No**. To order a copy of the ISO 14001 Standard please visit bsigroup.co.uk/buy

Registered name:

Trading name:

Main site address:

Postcode:

Tel:

Fax:

Website address:

Contact:

Position:

Email:

Mobile:

Number of employees overall:

Number of employees at main site:

Other sites

Address of additional location:

Tel:

Fax:

Main activity:

Number of employees:

Address of additional location:

Tel:

Fax:

Main activity:

Number of employees:

3. Waste management

- Do you produce or handle any of the following?
- Solid waste (e.g. inert waste, general waste, domestic waste)
- Hazardous waste (e.g. flammables)
- Special waste (e.g. metals/oil residues)
- Clinical waste (e.g. healthcare waste)

Please detail the waste you generate

Waste type	Activity creating this	Method of waste disposal	Site legislation/ regulation/licence
e.g. Paint	Paint sludge	Licensed waste spraying contractor	Special Waste Regulations (UK)
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- Do you monitor your waste streams?
- Do you have objectives and targets for dealing with waste?
- Do you have documented procedures for identifying, monitoring and controlling waste?
- Have you conducted training for your waste management procedures?
- Have you audited these procedures?
- Do you hold your own Waste Management licence?
- Do you have copies of Licences for your waste transporters or disposal sites?
- Do you have a register of consignment/transfer notes?
- Do you have a site plan of waste generation and storage points?
- Where is this plan kept?
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- Do you dispose of any waste on your site?
- If so, where?
| | |
- Do you treat any waste on your site?
- If so, where?
| | |

4. Handling and storage

Managing hazardous material storage

- Do you handle/store hazardous materials?
- Do you have any of the following?

 - underground storage tanks?
 - above ground storage tanks?
 - bulk storage e.g. drums?

- Do you have procedures for managing storage areas, spills and potential contamination?
- Have you audited these procedures?
- Do you conduct any integrity testing of underground storage tanks?
- Do you have site plans of storage areas?

Please detail what hazardous material you handle/store

Material	Purpose	Means of Storage
e.g. Solvents	Degreasing	Secure drums, binded area
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5. Soil and groundwater protection

- Is there any historic evidence of soil and groundwater contamination?
- Have you conducted any soil and groundwater contamination surveys?
- Have you found any soil or groundwater contamination?
- If so, have objectives and targets been set to remediate this soil or groundwater contamination?
- Have you remediated this contamination?

6. Noise control

- Do you have any sensitive noise receptors? e.g. residents, neighbours
- Have you set any objectives and targets to control external noise?
- Do you have procedures for monitoring external noise?
- Have you conducted training regarding your noise monitoring procedures?
- Have you audited these procedures?
- Are controls imposed on you by regulatory authorities?
- If so, please describe controls:
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