# ISO 14001:2015

**Introduction and Overview (live)**

COURSE SYNOPSIS

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Introduction & overview (live)

## Introduction

The course is designed to address the needs of a busy executive that has limited time to get to know the requirements of ISO 14001:2015. The interpretation of every clause of the standard targets those who have very limited or no understanding of ISO 14001.

The clauses of the standard are explained using the context of a business environment but may be applied to any organisation irrespective of type or size.

## Course outcomes:

- Familiarity with the requirements of the standard at the level required to make informed implementation decisions.
- Understand the obligations of top management.
- Satisfy the ISO 14001 requirements for awareness training relating to the standard.

## Who should attend:

- Top management
- Anyone in a management or supervisory role that manages business processes subject to requirements of the standard.

## Benefits:

- Satisfy ISO 14001 requirements for proof of understanding the requirements of this standard.
- Facilitators are all extensively experienced in both implementing and auditing environmental management systems.
- Learn from auditors with decades of business, environmental management system and audit experience.
- Clearly spoken, easy to understand language.
- Live online presentations, in the format of a webinar, allow for the course to be taken from any location and questions can still be asked on-the-fly.

Knowledge of the requirements of the ISO 14001:2015 standard is efficiently gained through the use of live online presentations. This information is further supplemented by written notes and multiple-choice questions.

Online delivery of learning modules, including assessment, is conducted in segments of less than 2,5 hours per day over a two-day period. This duration includes presentation time, participation in exercises and interactive discussions.

The facilitator interacts with the class online to assess individual and online teamwork, monitor progress and answer questions. The class is also able to collaborate online in a secure environment under the guidance of the facilitator.

Although not entirely essential, for best benefit, candidates are encouraged to use an original copy of the standard in order to review its content in conjunction with this presentation.

The standard is not provided as part of the courseware and should therefore be obtained from your national standards body or from www.iso.org

Assessment scores result in one of two certificates, a 70% aggregate or more will receive a certificate of successful completion. A final aggregate of less than 70% will receive a certificate of attendance.

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## Timeline

### Day 1

| Time | Duration | Topic | Description |
|---|---|---|---|
| Per advertised start time | 15 min | Introduction | Introduction of facilitator, administrative arrangements, structure of notes and technical guidance. |
| + 15 min | 30 min | Module 1 | Introduction to ISO 14001:2015 and Context<br>1. Scope<br>2. Normative references<br>3. Terms and definitions<br>4. Context of the organisation |
| + 45 min | 10 min | Exercise 1 | Multiple choice questionnaire |
| + 55 min | 5 min | Feedback | Open discussion to reinforce learning. |
| + 1 hour 15 min | 20 min | Module 2 | Introduction to ISO 14001:2015 Leadership<br>5. Leadership |
| + 1 hour 35 min | 10 min | Exercise 2 | Multiple choice questionnaire |
| + 1 hour 45 min | 5 min | Feedback | Open discussion to reinforce learning. |
| + 1 hour 55 min | 25 min | Module 3 | ISO 14001:2015 Planning<br>6. Planning<br>- Actions to address risks and opportunities<br>- Environmental objectives and planning to achieve them |
| + 2 hours 20 min | 10 min | Exercise 3 | Multiple choice questionnaire |
| + 2 hours 25 min | 5 min | Feedback | Open discussion to reinforce learning. |
| + 2 hours 30 min | | Close | |

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## Day 2

| Time | Duration | Topic | Description |
|---|---|---|---|
| Per advertised time | 5 min | Recapitulation | Reinforcement of key topics from day 1, answers to further questions and allowance for class to connect. |
| + 2 hours 30 min | 30 min | Module 4 | 7. Support<br>- Resources<br>- Competence<br>- Awareness<br>- Communication<br>- Documented information |
| + 35 min | 10 min | Exercise 4 | Multiple choice questionnaire |
| + 45 min | 5 min | Feedback | Open discussion to reinforce learning. |
| + 50 min | 15 Min | Module 5 | 8. Operation<br>- Operational planning and control<br>- Emergency preparedness and response |
| + 1 hour 5 min | 10 min | Exercise 5 | Multiple choice questionnaire |
| + 1 hour 15 min | 5 min | Feedback | Open discussion to reinforce learning. |
| + 1 hour 20 min | 15 min | Module 6 | 9. Performance evaluation<br>- Monitoring, measurement, analysis and evaluation<br>- Internal audit<br>- Management review |
| + 1 hour 35 min | 10 min | Exercise 6 | Multiple choice questionnaire |
| + 1 hour 45 min | 5 min | Feedback | Open discussion to reinforce learning. |
| + 1 hour 50 min | 15 min | Module 7 | 10. Improvement<br>- General<br>- Nonconformity and corrective action<br>- Continual improvement |
| + 2 hour 5 min | 10 min | Exercise 7 | Multiple choice questionnaire |
| + 2 hour 15 min | 5 min | Feedback | Open discussion to reinforce learning. |
| + 2 hour 20 min | 10 min | Q&A | Open discussion to reinforce learning and closing remarks. |
| + 2 hours 30 min | | Close | |