



SLOVENSKI STANDARD SIST EN ISO 14005:2019

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Sistemi ravnanja z okoljem - Smernice za prilagodljiv pristop faznega uvajanja (ISO 14005:2019)

Environmental management systems - Guidelines for a flexible approach to phased implementation (ISO14005:2019)

Umweltmanagementsysteme - Leitlinien für einen flexiblen Ansatz zur phasenweisen Umsetzung (ISO/DIS 14005:2018)

Systèmes de management environnemental - Lignes directrices pour une approche flexible de la mise en application par phases (ISO/DIS 14005:2018)

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ICS:

03.100.70	Sistemi vodenja	Management systems
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EUROPEAN STANDARD

EN ISO 14005

NORME EUROPÉENNE

EUROPÄISCHE NORM

July 2019

ICS 13.020.10

English Version

Environmental management systems - Guidelines for a flexible approach to phased implementation (ISO 14005:2019)

Systèmes de management environnemental - Lignes directrices pour une approche souple de la mise en oeuvre par phases (ISO 14005:2019)

Umweltmanagementsysteme - Leitlinien für einen flexiblen Ansatz zur phasenweisen Umsetzung (ISO 14005:2019)

This European Standard was approved by CEN on 26 April 2019.

CEN members are bound to comply with the CEN/CENELEC Internal Regulations which stipulate the conditions for giving this European Standard the status of a national standard without any alteration. Up-to-date lists and bibliographical references concerning such national standards may be obtained on application to the CEN-CENELEC Management Centre or to any CEN member.

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This European Standard exists in three official versions (English, French, German). A version in any other language made by translation under the responsibility of a CEN member into its own language and notified to the CEN-CENELEC Management Centre has the same status as the official versions.

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COMITÉ EUROPÉEN DE NORMALISATION
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European foreword

This document (EN ISO 14005:2019) has been prepared by Technical Committee ISO/TC 207 "Environmental management" in collaboration with CCMC.

This European Standard, comprising the identical text of ISO 14005:2019 and an addendum (Annex B), shall be given the status of a national standard, either by publication of an identical text or by endorsement, at the latest by January 2020, and conflicting national standards shall be withdrawn at the latest by January 2020.

The CEN management board (CEN/BT) approved the addition of an European Annex (Annex B), including requirements of EMAS (COMMISSION REGULATION (EC) 1221/2009).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. CEN shall not be held responsible for identifying any or all such patent rights.

According to the CEN-CENELEC Internal Regulations, the national standards organizations of the following countries are bound to implement this European Standard: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey and the United Kingdom.

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Endorsement notice

The text of ISO 14005:2019 has been approved by CEN as part of EN ISO 14005:2019 without any modification. Attention is drawn to the addition of the European Annex to the text of ISO 14005:2019 for publication as EN ISO 14005:2019.

Annex B (informative)

European Annex Enhanced Maturity Matrix (including EMAS requirements)

B.1 Purpose

This European Annex provides voluntary guidelines for organizations that wish to implement an environmental management system according to the requirements of COMMISSION REGULATION (EC) 1221/2009 (EMAS) [<http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32009R1221>] and its revised annexes (Annex I-III, amended by COMMISSION REGULATION (EU) 2017/1505 [<http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32017R1505>] and Annex IV, amended by COMMISSION REGULATION (EU) 2018/2026 [<http://data.europa.eu/eli/reg/2018/2026/oj>]) The guidelines are additionally directed towards those organizations that wish to step up from an environmental management system according to EN ISO 14001 to EMAS.

B.2 Maturity matrix adapted to the requirements of EMAS

The Eco-Management and Audit Scheme (EMAS) is a voluntary scheme that enables organizations to assess, manage, report and continuously improve their environmental performance. It incorporates all the EMS requirements of EN ISO 14001 but goes beyond. Additionally, EMAS includes requirements for auditing and registration of organizations.

Following the recent revision of EN ISO 14001, the EU has updated EMAS to allow full integration of EN ISO 14001:2015. The respective requirements are provided by EMAS (REGULATION (EC) No 1221/2009) and its revised annexes (Annex I-III, amended by COMMISSION REGULATION (EU) 2017/1505 and Annex IV, amended by COMMISSION REGULATION (EU) 2018/2026 [<http://data.europa.eu/eli/reg/2018/2026/oj>]), including the requirements of EN ISO 14001:2015.

It is important to note that the European Regulation and its amendments also include a number of additional EMS elements to support organizations that wish to demonstrate continual improvement in their environmental performance. Consequently, in addition to the EMAS requirements identical to those of EN ISO 14001:2015, the maturity matrix provided in this Annex incorporates also those EMAS requirements that go beyond EN ISO 14001:2015.

The six columns in the maturity matrix represent six maturity levels, where each EMS element (corresponding to the clauses of EN ISO 14001:2015) can be developed incrementally, starting from maturity level 1 (column 1) and progressing through to full maturity at level 6 (column 6), which completes the matrix for a particular element in respect of the particular EN ISO 14001:2015 (level 5) and EMAS requirements (level 6).

Each cell of the matrix represents only those requirements that are needed to complete that level of maturity for this selected EMS element. For example, the cell representing maturity level 3 for the element “environmental policy” explains the requirements needed to complete level 3, provided that requirements in preceding cells at levels 1 and 2 have already been achieved.

An organization that meets the requirements at level 5 has achieved the level of maturity that satisfies the requirements for a particular EN ISO 14001:2015 element; if it also meets the requirements at level 6 it will have achieved the level of maturity which satisfies the specific EMAS requirements for that particular element.

Where it is appropriate to implement an additional EMAS requirement at a lower maturity level, this information is provided in column six of the maturity matrix.

Brief summary of EMAS requirements that go beyond EN ISO 14001:2015:

- initial environmental review;
- demonstration of legal compliance;
- commitment to continual improvement in environmental performance;
- increased emphasis on employee involvement;
- publication of an Environmental Statement.

The following EMAS registration requirements influence the scope of the EMS:

- In EMAS, a site is the smallest entity to be considered for registration.

NOTE "Site" means a distinct geographic location under the management control of an organization covering activities, products and services, including all infrastructure, equipment and materials. [SOURCE: REGULATION (EC) 1221/2009, Article 2(22)]

- Where an organization has more than one site and seeks a corporate registration, EMAS verification for each site is required.

NOTE Exceptions: see COMMISSION DECISION (EU) 2017/2285 (EMAS user's guide).

B.3 Deviating definitions in EMAS

B.3.1 "environmental performance"

Combining definitions 3.4.10 and 3.4.11 of this standard, EMAS has the following definition of environmental performance:

'Environmental performance' means the measurable results of an organization's management of its environmental aspects.

B.3.2 "direct and indirect environmental aspects"

In addition to Definition 3.2.2 of this standard, EMAS has the following definition of direct environmental aspects:

'Direct environmental aspects' are associated with activities, products and services of the organization itself over which it has direct management control.

EMAS also has the following definition of indirect environmental aspects:

'Indirect environmental aspects' can result from the interaction of an organization with third parties which can to a reasonable degree be influenced by the organization

B.4 Enhanced maturity matrix content

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Table B.1 — Enhanced maturity matrix

Subclause EN ISO 14001:2015	Maturity level (→)					
	Achievement of level 5 satisfies EMAS* requirements identical to EN ISO 14001:2015					EMAS* requirements, going beyond EN ISO 14001:2015
	1	2	3	4	5	6
Context of the organization (see EN ISO 14001:2015, Clause 4)						
4.1 Understanding the organization and its context	The organization is aware of external and internal issues that are relevant to its purpose. Issues are important topics for the organization, problems for debate and discussion, or changing circumstances.	The organization is aware that the issues can affect its ability to achieve the intended outcomes of its EMS.	The issues include environmental conditions being affected by or capable of affecting the organization's external circumstances and internal conditions.	The organization has implemented a method to determine external and internal issues that are relevant to its purpose, and their influence on achieving intended outcomes. The organization determines which external issues (environmental conditions, other circumstances) could be affected by or affect the organization, and how it can be affected by internal issues (characteristics of the organization including activities, products and services).	The organization determines which of the relevant internal and external issues should be included in the EMS.	The organization has determined the organizational context as set out in EMAS Annex I, clause 1. Employees or their representatives have been involved in the process aimed at continually improve the organization's environmental performance through the initial environmental review.
	<u>Source for requirements of 4.1:</u> REGULATION (EC) 1221/2009, amended by Regulation (EU) 2017/1505, Annex II, Clause A 4.1					<u>Source for requirements of 4.1:</u> REGULATION (EU) 2017/1505, Annex I REGULATION (EU) 2017/1505, Annex II, Clause B.6 (3a)

Subclause EN ISO 14001:2015	Maturity level (→)					
	Achievement of level 5 satisfies EMAS* requirements identical to EN ISO 14001:2015					EMAS* requirements, going beyond EN ISO 14001:2015
	1	2	3	4	5	6
4.2 Understanding the needs and expectations of interested parties	The organization is aware that persons/groups (internal or external) can be interested in or affected by the activities, products or services of the organization.	The organization has determined the interested parties that are relevant to its EMS. The organization understands the needs and expectations as communicated by relevant persons/groups concerned and who can be affected by the activities, products or services of the organization.	The organization has determined which of the needs and expectations of relevant interested parties should become compliance obligations.	The organization has ensured that mandatory compliance obligations are taken into account when planning the EMS.	The mandatory and the voluntarily adopted compliance obligations are taken into account when planning the EMS.	The organization has identified the interested parties and determined their relevant needs and expectations as set out in EMAS Annex I.
	<p><u>Source for requirements of 4.2:</u> REGULATION (EC) 1221/2009, amended by REGULATION (EU) 2017/1505, Annex II, Clause A 4.2</p> <p>https://standards.itech.ai/catalog/standards/sist/e0c11cab-0814-4a6b-8952-5791a7001229/sist-en-iso-14005-2019</p>					<p><u>Source for requirements of 4.2:</u> Clause 2 of Annex I, REGULATION (EU) 2017/1505</p>
4.3 Determining the scope of the environmental management system	The organization is aware that, when determining the scope of the EMS, it needs to consider external and internal issues, compliance obligations, organizational and physical boundaries, and the extent of the control or influence it has over its activities, products, and services.	The organization has determined the scope of its EMS. The scope can include selected parts of the organization, its activities, products and services, or its environmental aspects only.	To ensure the scope of the EMS is comprehensive, the organization has considered external and internal issues, compliance obligations, organizational and physical boundaries, and the extent of control or influence over its activities, products and services. Activities, products, services and facilities with significant environmental aspects and compliance obligations that are relevant to the sector of the organization are included in the scope.	When determining the scope of the EMS, the organization has considered a life cycle perspective.	All relevant activities, products and services of the organization are included in the scope of the EMS. The scope is maintained as documented information and is available to interested parties.	The smallest scope of the EMS corresponds to the site. NOTE: 'Site' means a distinct geographic location under the management control of an organization covering activities, products and services, including all infrastructure, equipment and materials.

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Subclause EN ISO 14001:2015	Maturity level (→)					
	Achievement of level 5 satisfies EMAS* requirements identical to EN ISO 14001:2015					EMAS* requirements, going beyond EN ISO 14001:2015
	1	2	3	4	5	6
	<u>Source for requirements of 4.3:</u> REGULATION (EC) 1221/2009, amended by REGULATION (EU) 2017/1505, Annex II, Clause A 4.3					<u>Source for requirements of 4.3:</u> REGULATION (EC) 1221/2009, Article 2(22)
4.4 Environmental Management System	The organization understands the need to have a formal EMS.	The organization has considered the issues and compliance obligations identified in 4.2 of this maturity matrix, when establishing and implementing its EMS.	The organization has included the selected activities, products and services in the scope of its EMS, as determined in 4.3, level 2, of this maturity matrix.	The organization has included all relevant activities, products and services in the scope of its EMS, as determined in 4.3, level 3, of this maturity matrix.	The organization maintains and continuously improves the EMS, including the processes needed and their interactions.	Employees or their representatives are involved in the process of establishing and implementing an environmental management and audit system aiming at improving environmental performance.
	<u>Source for requirements of 4.4:</u> REGULATION (EC) 1221/2009, amended by Regulation (EU) 2017/1505, Annex II, Clause A 4.4					<u>Source for requirements of 4.4:</u> Clause B.6 3(b) of Annex II, REGULATION (EU) 2017/1505

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Leadership (see EN ISO 14001:2015, Clause 5)						
5.1 Leadership and commitment	Top management recognizes that it has overall responsibility for the EMS.	Top management demonstrates leadership and commitment by stating that they are accountable for the effectiveness of the EMS. Top management ensures that the environmental policy and objectives are in line with the strategic direction of the organization as well as the organization's context.	Top management ensures that the EMS requirements are integrated into the organization's business processes and that the necessary resources are available. Top management communicates the importance of effective environmental management and the need for the organization to conform to the EMS requirements, including support for personnel.	Top management ensures that the EMS achieves its intended outcomes and supports other management roles related to their areas of responsibility.	Top management demonstrates leadership and commitment towards continual improvement.	
	<u>Source for requirements of 5.1:</u> REGULATION (EC) 1221/2009, amended by REGULATION (EU) 2017/1505, Annex II, Clause A 5.1					

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5.2 Environmental policy	Top management recognizes the need for the organization to have an environmental policy.	Top management has established a draft environmental policy, which, according to the scope of the EMS, is suitable for the organization. This means that the policy is relevant to the organization's purpose and context, including the type, magnitude and environmental impacts of its activities, products and services.	Top management has finalized the environmental policy and stated its commitment to implementation. The policy includes the following commitments: — to protect the environment, including the prevention of pollution and other specific commitment(s) relevant to the context of the organization; — to meet the organization's compliance obligations; — to continually improve the EMS to enhance environmental performance.	The environmental policy has been implemented and is communicated internally. The environmental policy is available to interested parties. The environmental policy is maintained as documented information.	The environmental policy is used as a framework to set environmental objectives.	The organization has committed itself to the continual improvement of its environmental performance. (Enhancement related to level 4) If an organization comprises one or more sites, each of the sites to which EMAS applies complies with all the requirements of EMAS including the continual improvement of environmental performance.
	<u>Source for requirements of 5.2:</u> REGULATION (EC) 1221/2009, amended by REGULATION (EU) 2017/1505, Annex II, Clause A 5.2					<u>Source for requirements of 5.2:</u> Clause B.1 of Annex II, REGULATION (EU) 2017/1505

Subclause EN ISO 14001:2015	Maturity level (→)					
	Achievement of level 5 satisfies EMAS* requirements identical to EN ISO 14001:2015					EMAS* requirements, going beyond EN ISO 14001:2015
	1	2	3	4	5	6
5.3 Organizational roles, responsibilities and authorities	Top management is aware that responsibilities and authorities for relevant roles should be assigned and communicated within the organization.	Top management has assigned and communicated the responsibilities and authorities for relevant roles within the organization.	Top management has ensured that those involved in the organization's EMS have a clear understanding of their roles, responsibilities and authorities for conforming to the EMS requirements and achieving the intended outcomes.	Top management has assigned the responsibility and authority for ensuring that the EMS meets the defined EMS requirements.	Top management has assigned the responsibility and authority for reporting back on the performance of the EMS, including environmental performance.	Top management has appointed a specific top management representative(s) who irrespective of other responsibilities, has (have) defined roles, responsibilities and authority in order to ensure an environmental management system in compliance with the EMAS Regulation. (Enhancement related to level 4) The top management representative may be a member of the top management of the organization. (Enhancement related to level 4) The top management representative has the responsibility to report to top management on the performance of the environmental management system.
	<p>Source for requirements of 5.3: REGULATION (EC) 1221/2009, amended by REGULATION (EU) 2017/1505, Annex II, Clause A 5.3</p>					<p>Source for requirements of 5.3: Clause B.2 of Annex II, REGULATION (EU) 2017/1505</p>

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Planning (see EN ISO 14001:2015, Clause 6)						
6.1.1 Actions to address risks and opportunities — General	The organization is aware that there can be risks (potential adverse effects) associated with the operations, activities, products and services of the organization. The organization is aware there can also be opportunities (potential beneficial effects) associated with the operations, activities, products and services of the organization.	The organization has defined and understands the risks (potential adverse effects) associated with the operations, activities, products and services of the organization. The organization has defined and understands the opportunities (potential beneficial effects) associated with the operations, activities, products and services of the organization.	The organization has established, implemented and maintains processes to manage risks (potential adverse effects) associated with the operations, activities, products and services of the organization, taking into account environmental aspects, compliance obligations and other issues resulting from the organization's context, including emergency situations.	The organization has established, implemented and maintains processes to realize opportunities (potential beneficial effects) associated with the operations, activities, products and services of the organization.	The organization has documented the processes to manage and mitigate risks (potential adverse effects) associated with the operations, activities, products and services of the organization (including external environmental conditions) and the processes to realize opportunities.	The organization has carried out and documented an initial environmental review as set out in Annex I. If the organization is located outside the Union it has also made reference to the legal requirements relating to the environment applicable to similar organizations in the Member States where it intends to submit an application.
	<p><u>Source for requirements of 6.1.1:</u> REGULATION (EC) 1221/2009, amended by REGULATION (EU) 2017/1505, Annex II, Clause A 6.1.1</p>					<p><u>Source for requirements of 6.1.1:</u> Clause B.3 of Annex II, REGULATION (EU) 2017/1505</p>
6.1.2 Actions to address risks and opportunities — Environmental aspects	The organization is aware that its activities, products and services affect or are affected by the environment. It understands that this might imply risks and opportunities.	The organization has developed and implemented a process to identify the organization's environmental aspects. Within the scope of the EMS, it has identified those activities, products and services that interact with the environment. Abnormal conditions and emergency situations, as well as changes, including	The organization has determined those aspects that have, or can have significant impact(s) on, the environment. A life cycle perspective has been considered.	The organization systematically determines environmental impacts associated with the environmental aspects, and which of those environmental aspects it can influence and control. It documents the environmental impacts and established criteria for determining significance, and determined significant	The organization communicates its significant environmental aspects to relevant levels and functions within the organization. It periodically reviews and reassesses environmental aspects, including those resulting from new or modified activities, products or services. It updates documentation as needed.	When identifying its environmental aspects, the organization has considered transport of goods and services and staff travelling on company business. (Enhancement related to level 2) In defining the criteria to determine significance, the organization has taken into account the legislation. (Enhancement related to

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6.1.2 Actions to address risks and opportunities — Environmental aspects (continued)		planned/new/modified developments, activities and processes, have been included. The environmental aspects are documented.		environmental aspects. The methodology and process used and the resulting significant environmental aspects have been documented.		level 3) The criteria are comprehensive, capable of independent checking, reproducible and made publicly available. (Enhancement related to level 3) When establishing the criteria, the organization has considered the elements listed in Annex I, clause 5. (Enhancement related to level 3) The organization distinguishes direct and indirect environmental aspects, as described in clause 4 of EMAS Annex I. (Enhancement related to level 3)
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	<p><u>Source for requirements of 6.1.2:</u> REGULATION (EC) 1221/2009, amended by REGULATION (EU) 2017/1505, Annex II, Clause A 6.1.2</p>					<p><u>Source for requirements of 6.1.2:</u> Annex I, REGULATION (EU) 2017/1505</p>