Environmental Mainstreaming Tools (EMT) Compliance Report

Explanatory notes:

EP= Environmental Policy

Existing EP which is weak on the environmental aspects, or outdated, or the environmental aspects are only incorporated in other policies, must be reviewed. Submit a copy of your new/revised EP. Mention the date the policy was made and identify whether the EP is an existing policy which has been revised or a new policy which has been developed.

EB = Environmental Budgeting

Budget allocation should be provided by your industry/organization/company for the purpose of taking measures to comply with the environmental regulatory requirements, for providing the EFs, for pollution control system operation, scheduled waste management and for implementing other environmental-related efforts. EB should include budget allocation for preventive maintenance and immediate responsive/corrective actions for upset conditions which could lead to non-compliance. Provide a table to summarize the budget information.

EMC = Environmental Monitoring Committee

Environmental regulatory compliance monitoring committee (ERCMC) and environmental performance monitoring committee (EPMC) organisation chart should include the post/designation of the chairperson and the committee members. EPMC members must be officially appointed by the CEO/President of your industry/organization/company or official of similar rank. Provide an organizational structure of the ERCMC and EPMC and its terms of reference (TOR) or functions. Provide the date when the ERCMC and EPMC was established, designations/posts of its committee members and its meeting dates. A certified copy the minutes of one of the ERCMC and EPMC meetings must be provided as evidence.

EF = Environmental Facility

IETS = Industrial effluent treatment system; APCS = Air pollution control system; BMP= Best management practices; SWMI= Scheduled waste management infrastructure. LABF = Laboratory facilities; PMI= Performance monitoring instruments.

Provide the date the EF components were installed or will be installed in your organization. Provide information only on EF components which are relevant to your organization. Record on equipment purchase requisition should also be provided as evidence.

EC = Environmental Competency

CSEC = Certified sediment and erosion control; CePIETSO: Certified environmental professional in IETS operation; CePSO = Certified environmental professional in scrubber operation; CeBFO = Certified environmental professional in bag filter operation; CePSWAM = Certified environmental professional in scheduled waste management.

The relevant personnel involved in discharging various environmental responsibilities within an organization need to possess the required competencies (at least one CP for each relevant/applicable regulations). Provide the dates the organization's personnel were certified or will be attending the certification course(s). Provide the names of Competent Persons in your organization and submit your training plan to get your staff certified as evidence. Job description of the CP should show that the performance monitoring functions/other functions related to pollution control system operation and supervision/scheduled waste management are one of his core duties.

Competency status of the CP should be declared (registered for training, attended training, preparing FTR, submitted FTR, passed/failed the interview) and 50 CPD hours should be maintained per year.

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The organizations must draw up a comprehensive Training Plan to improve environmental competency of the supporting staff to ensure full compliance with the DOE requirements in the regulated activities. Information includes the following:

No.	Staff name	Main responsibilities	Relevant course	Planned course date
1.				
2.				

Environmental reporting and communication (ERC)
CC = Communication channel; DA = Data analysis; IR = Internal reporting.

A formal communication channel should be established for reporting pollution control system issues and other environmental concerns which require prompt actions to be taken. Internal reporting on regulatory compliance status of your industry/company/organization to the top management should also be scheduled. Updates of new environmental requirements and their implications can be disseminated to the relevant company personnel.

ERC requires systematic data, which must be summarized in appropriate format for easy understanding and communication and maintained for management review purposes. Provide the date your organization implemented or will start to implement the ERC components (CC, DA, and IR).

Environmental transparency (ET)
ESR = Environmental sustainability report; WS = Web site; BB = Billboard; FL = Fliers.

Transparency of the organization to the public includes annual or sustainable report that includes an environmental section or discussion on environmental regulatory compliance or the like. Other transparency efforts may include installation of environmental compliance billboard at the entrance of the premise or displaying environmental compliance status via website.

The EMT doc plus EMT compliance reporting table can be made part of EIA approval conditions (for EIA cases) and sent out to the industries as soon as IETS or APCS notification is received.
You can add other certification requirements in the table (EC) row for EIA purposes.