

**Minutes of the  
UKAS Environmental Management Systems Advisory Committee Meeting  
held on Friday, 30<sup>th</sup> November 2007 at Defra, Ergon House, London**

**Present:**

Martin Baxter	IEMA (Chairman)
Martyn Cheesbrough	UKAS (Technical Secretary)
Tom Bramley	Business Sustain
Phil Case	PricewaterhouseCoopers LLP
Stephen Nolan	HaloSustainability
Paul Simpson	Association of British Certification Bodies
David Hayward	UKAS
Martin Bigg	Environment Agency
Mathew Payne	Rolls-Royce plc
Chris Thomas	Department for Environment, Food and Rural Affairs
Roger Venables	Crane Environmental
Anne-Marie Warris	International Independent Organization for Certification (UK)

**Apologies**

Clay McCarthy	DBERR
Andrew Marlow	Represented by Martyn Cheesbrough
Catherine Golds	Represented by Paul Simpson
Nigel Marsh	Represented by Matthew Payne
Graham Talbot	UKAS

**1.0 Welcome and Apologies**

The Chairman welcomed the Committee, including new members. EMSAC agreed that representation from local authorities would be welcomed.

**Action:**

Write to Adele Wiseman to suggest a representative from the Public Sector EMS Network.

BERR have requested that Defra represent their views at the committee. EMSAC determined that this should be clarified and confirmed in writing before the next meeting.

**2.0 Minutes of 17 April 2007 Meeting**

These were agreed and accepted. EMSAC noted that the June meeting was postponed

### **3.0 Matters Arising**

#### **National ISO 14001:2004 Database**

IEMA is continuing to work on the construction of database and web portal. Current estimate for the draft portal is the end of January. Certification bodies will then be asked to populate the database.

A further request to certification bodies for information on certificates issued will be made by the IEMA in January 2008.

It was noted that there are currently in excess of 6,000 certificates issued in the UK. A debate took place on the continued drivers promoting the uptake of ISO14001, including mandatory requirements for UKAS accredited certification in some supply chains. Government policy is also making links to other environmental initiatives.

UKAS need to be alive to the issue that the need for the certificate 'badge' should not degrade the certification process.

#### **Progress on implementation EA07/04**

Noted that EA07/04 will be effective from 28<sup>th</sup> February 2008. A debate on the current implementation on EA07/04 took place within the group. Martin Bigg (on behalf of the regulators) agreed to determine the implications of the practical application of this for regulators and their expectation in relation to the issue or maintenance of a certificate. It was confirmed that UKAS currently accredits all certification bodies to EA07/04 wherever they operate in the world

EMSAC endorsed this approach.

#### **BS8901 - specification for sustainable events management system**

This has now been issued as a BS standard. UKAS is considering whether accreditation will be made available. EMSAC confirmed they are best placed to have oversight of this standard in relation to UKAS.

### **4.0 ISO / IEC 17021:2006(E) implementation**

The group discussed the implementation of ISO / IEC 17021:2006 in relation to management of impartiality, competence and outsourcing. In relation to competence, EMSAC endorsed the UKAS approach to assessment of competence, noting that this had been debated on previous occasions.

EMSAC also noted that competence is in relation to the team of auditors deployed, but on many occasions this may be a single person where certification of SMEs occurs. EMSAC endorsed that competence should be evaluated in relation to knowledge of the process and documentation, legal dimension, capability in the industrial activity and is up-to-date. Information on the competence management system in relation to UKAS assessment managers was requested by the committee.

There was a general discussion on the potential for unannounced witness assessments of certification bodies. Whereas it was agreed this was a good idea there are practical issues preventing implementation. Sample surveys of clients may be an alternative methodology.

## **5.0 Revision of EMAS Regulation No. 761 / 2001**

A draft of the Commission's revised proposals for the EMAS regulation was presented to EMSAC. This is an informal document at this stage, and the Commission may accept comments on this. There will be a formal consultation, expected from the Commission in January 2008.

Defra will produce a consultation and regulatory impact assessment at this point. The document does not appear to be particularly coherent at present, although it has taken on board comments from various Member States.

EMSAC determined that a watching brief on the development of EMAS was necessary

## **6.0 ISO 19011:2002 Revision Process**

A new work item is proposed by ISO on the revision of ISO 19011:2002. This will focus on internal audit and will be complemented by ISO/IEC 17021 Part 2, which will deal with third party audit. EMSAC determined that a watching brief on the development of ISO/IEC17021 Part 2 was necessary and that EMSAC should comment on this.

EMSAC also determined that a watching brief on the environmental management system annex is necessary.

## **7.0 Any other business**

Noted that UKAS supported the requirement for certification bodies to provide IEMA with information on the number of certificates issued.

UKAS should investigate whether the offshore oil and gas regulator should be invited (in some form) to this meeting.

Work is underway to develop a standard or performance specification on direct marketing and environmental sustainability, relating to environment management systems. UKAS has been approached on providing accreditation for this new work item.

EMSAC noted the work proposed by IAF in developing the 'expected outcome' of ISO14001. Comments are welcomed by IAF. EMSAC determined to provide comments to the technical secretary, and these will be included in UKAS response to this document. Comments are required by the 7<sup>th</sup> January 2008.

Initial comments on the COM (301107)04 were that this was similar to ISO/IEC Guide 66. This document will be fully discussed at the next meeting. Comments are required from Members one month prior to the next meeting to facilitate this discussion.

EMSAC agreed to explore a relationship with QMSAC to interchange information on common issues.

EMSAC noted that at least one certification body is advising (incorrectly) that the REACH regulations will only affect chemical industries

EMSAC requested that UKAS consider the creation of a technical focus to support the development of standards in relation to greenhouse gas verification and validation.

EMSAC noted the various disparate processes currently in place to support environmental accounting.

EMSAC noted that Defra intends to review the position statement on EMS, and that the final REMAS technical report is still yet to be published.

EMSAC noted that the IAF mandatory document to ISO/IEC 17021:2006 relating to the determination of auditor time for ISO14001 certification was in available in draft on the IAF website. [IAF MDY:2008 issue 1]

### 8.0 Date of next meeting

The next meetings are agreed as:

Date	Location	Driver
8 April 2008	Venue to be determined in London	10:00am
TBA	Central London	Following day after the EMS National Forum

Committee members are, further, invited to suggest discussion issues for the above programme.

### 9.0 Meeting Close

The meeting closed at 13:00 Hrs.