



PRIFYSGOL  
**BANGOR**  
UNIVERSITY

## Environmental Management System

# Management Review and Environment Report Procedure

<b>Document Reference</b>	BUEMS / Management Review and Environment Report Procedure
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<b>ISO 14001:2015 Clauses</b>
9.1.1, 9.3, 10.3

## **Management Review and Environment Report Procedure**

### **Purpose:**

This procedure details the format and requirements of the Management Review meeting and guidance for the creation of the Annual Environment Report.

### **1. Annual Management Review**

In accordance with Clause 9.3 of the ISO14001:2015 standard, a Management Review of the EMS will be undertaken by the Sustainability Delivery Group (SDG) annually.

The purpose of the Management Review is to review the Environmental Management System (EMS) and ensure it remains suitable, adequate, and effective.

### **Responsibilities:**

The Campus Environmental Performance Team (CEPT) are responsible for compiling and presenting information relevant to the University's overall environmental performance, functioning of the EMS and findings of the Annual Environment Report.

### **Agenda:**

- Status of actions from previous Management Review
- Compliance
  - ISO14001:2015 Certification Status
  - Legal Compliance Status
  - Environmental Incidents
  - Internal Audits - including Non-Conformances and Corrective Actions
- Environmental Performance
  - Performance against Objectives and Targets
- Changing Circumstances
  - Environmental Aspects
  - Internal and External Changing Circumstances
  - Risks and Opportunities
  - Needs and expectations of Interested Parties
- Communications, including complaints from interested parties
- Adequacy of Resources
- Opportunities for Continual Improvement

### **2. Annual Environment Report**

The Annual Environment Report provides a summary of the University's environmental performance against the Objectives and Targets set out in the EMS.

Each Annual Environment Report will cover a period of one academic year, 1<sup>st</sup> August – 31<sup>st</sup> July, unless otherwise required and explained in the report.

**Responsibilities:**

CEPT officers are responsible for collecting the necessary data from the relevant staff and compiling the Report. After approval, the Annual Environment Report will be made publicly available via the University website.