

DRAFT 11/01/2012 FACILITY SELF-ASSESSMENT CHECKLIST – ECOLOGY’S EMS ALTERNATIVE

Facility Name: _____ EMS Facility Website (if available): _____

Facility ID#: _____ Region: _____

Additional EMS Facilities covered under Corporate EMS: _____

EMS Team Lead: _____ E-mail: _____ Date: _____

Ecology Regional Contact: _____ P2 Reporting Year that EMS becomes active: _____

Facilities should refer to the Ecology EMS guidance document during review, as element descriptions are paraphrased on this checklist.

Element	Included in EMS Documents?	EMS Reference document/ page	Addressed in Periodic Self-Assessment	Reviewed during Ecology Site Visit	Comments
1.2 Facility Description Name, industry type, products/services.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
2.1 POLICIES					
2.1.1 Policy components					
a) Establishes P2 as preferred approach.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
b) HW recycled or treated if not amenable to P2.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
c) Available to public.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
d) Communicated to employees.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
e) Management commitment to implement policies and periodically evaluate EMS.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
2.1.2 Continual Improvement Adopts policies and procedures which ensure ongoing identification and evaluation (technical and economic) of P2 opportunities in decisions having environmental consequences.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

Element	Included in EMS Documents?	Reference document/ page	Addressed in Periodic Self-Assessment	Reviewed during Ecology Site Visit	Comments
2.2 IMPLEMENTATION					
2.2.1 Objectives and Targets Establishes and maintains objectives and targets consistent with P2 policies, including milestones and timeframes for implementation. Include objectives for: <ul style="list-style-type: none"> a) Hazardous Substances b) Hazardous Waste c) Other: _____ 	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
2.2.2 Roles and Responsibilities Defines responsibilities, resources and timeframes for implementing objectives.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
2.2.3 Employee Training Provides for employee training, awareness and involvement in identification and implementation of P2 opportunities.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
2.3 MONITORING & MEASUREMENT					
2.3.1 Periodic Assessment Commitment to conduct a periodic assessment, available to Ecology, of EMS elements, specifically P2 criteria.	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Frequency of Assessment:
2.3.2 Annual Performance Report Commitment to prepare and submit annual pollution prevention performance report, which includes description of progress in meeting objectives via Ecology's TurboPlan website (see http://www.ecy.wa.gov/programs/hwtr/P2/P3/TPGateway.html for more information).	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	