**APPENDIX A . SUMMARY OF EMS**

The EMS at Green Label Poultry is not certificated but has been in place for 10 years. Parts of the EMS are audited during Environment Agency site inspections.

A summary of documentation is provided below:

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| DOCUMENT NUMBER | DOCUMENT NAME |
| ESP01 | ENVIRONMENTAL POLICY – This is our policy statement along with overarching objectives.  |
| ESP02 | ENVIRONMENTAL ASPECTS – This procedure shows how significant aspects are identified and scored. |
| ESP03 | LEGAL AND OTHER REQUIREMENTS – How we keep up to date with our legal objectives and references our legal and regulatory requirement registers. |
| ESP04 | OBJECTIVES, TARGETS & MANAGEMENT PROGRAMMES – How we identify and manage these. |
| ESP05 | RESOURCE, ROLES, RESPONSIBILITES & AUTHORITY – Sets out the responsibilities of directors, operations managers, environment manager and ‘others’. Sets out the commitment to adequately resource as well. |
| ESP06 | COMPETENCE, TRAINING AND AWARENESS – Sets out awareness training for all new employees, any identified environmental training as required by roles and also on the job training.  |
| ESP07 | COMMUNICATION – Internal and external comms covered. When and who should report to regulators and also covers any environmental submissions. |
| ESP08 | COMPLAINTS – How to receive, handle and feed back any environmental complaints. |
| ESP09 | DOCUMENT CONTROL & RECORDS MANAGEMENT – Issuing, amending, archiving, retention and storage of records detailed. |
| ESP10 | OPERATION CONTROL, CORRECTIVE & PREVENTATIVE ACTION – Covers corrective and preventative action process, major non compliance reporting requirements and other smaller incident management.  |
| ESP11 | MAJOR EMERGENCY PLAN – This is major document which covers Health, safety and environmental scenarios and how to manage them. Stand alone plan for Debach with contact details and phone numbers. |
| ESP12 | MONITORING & MEASURING – This sets out what and how to measure along with limits and covers requirements arising from permits, licences and consents. |
| ESP13 | INTERNAL AUDIT – Documents the process of internal audits. |
| ESP14 | MANAGEMENT REVIEW – Shows our approach to management review.  |
| ESP15 | MCERTS FOR FLOW – Procedure which shows how we comply with our MCERTS for flow obligation and is used during our external MCERTS audits. |
| ESP16 | CHANGE MANAGEMENT – This procedure is used mostly for any effluent change management. It sets out the purpose and scope of what needs to be considered. |
| ESP17 | EMISSION MONITORING – Factory only |
| ESP18 | CAPITAL PROJECTS & REVIEW – For Capex with environmental inputs. Prompts for consideration of impacts (good and bad) to air, statutory nuisance, resource efficiencies and also impacts of flora and fauna. |

The above procedures are supported by controlled forms and various schedules.