



		<b>Environmental, Health and Safety Management System</b>		<b>EHS Manual</b>	
EMS Section:	n/a		Doc. No./Rev.:	SCI-IMS-M-4.2/03	
Subject:	Environmental, Occupational Health and Safety Manual		Effectivity Date:	February 20, 2020	
Prepared by:	 Armond Garcia EHSS Manager	Reviewed by:	 Amelita Faro Compliance Manager		
Approved by:	 Cando Yeh Finance Manager   Kelly Chien Regional Factory Manager				Page 1 of 15

#### REVISION LOG

Revision Level	Effectivity Date	Description of Change	Change Initiator	Approval
00	November 16, 2010	Initial Release	Marissa Panon	Apple Chen Vickie Rose Orpilla
01	May 04, 2013	<ul style="list-style-type: none"> <li>•Add Mactan Apparels Inc.2 for the coverage of policy.</li> <li>•Restate clause <b>10.0 Communication</b>- in terms of communicating identified significant environmental aspects, hazards and risks to external parties.</li> </ul>	Cristine Karen Pacaldo	Apple Chen Vickie Rose Orpilla

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02	June 22, 2016	<p>Change Head of Human Resource Planning and Compliance Division to Human Resource and Compliance Management, Manager; Operations Support and Manufacturing Division to Factory Manager, Manufacturing 1, 2, 3</p> <p>Addedd: Context of the organization Life cycle perspective shall be considered and controls shall be established.</p> <p>Change Statement of <b>Continuous Improvement</b>: Our management system must provide a framework for setting and reviewing Environmental, Health and Safety objectives and targets, measuring of performance and reporting results. We will employ these systems to achieve continual improvement in our overall EHS performance and enhance continual improvement from all areas of the organization. Reduction of Energy Consumption, water consumption, wastes generation and prevention of accident and illnesses etc. will be review at least annually</p> <p>Added: d. Reduce the amount of wastes produced f. Minimize energy and water use within its facilities and processes in order to conserve supplies and minimize the depletion of natural resources g. Reduce and/or limit the released of Greenhouse gases and air pollutants. h. Reduce and/or limit the discharge of pollutants to water and land</p>	Armond Garcia	<p>Rey Trimidal Mirroon Lin Sasa Chang Nick Hsieh Sade Yeh Bruce Sang</p>
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03	February 20, 2020	<p>Changes:</p> <ul style="list-style-type: none"> <li>&gt;Sportscity International - Cebu to Facility</li> <li>&gt;OHSAS 18001:2007 to ISO 45001:2018</li> <li>&gt;ENVIRONMENTAL ASPECTS, HAZARD IDENTIFICATION, RISK ASSESSMENT AND RISK CONTROL to 5.0 Environmental aspects and Hazard identification and assessment of risks and opportunities</li> <li>&gt;Document Control Procedure SCI-IMS-P-4.45 to Creating and Updating of Documented Information Procedure SCI-IMS-P-7.5.2</li> <li>&gt;SCI Human Resource and Compliance Management Manager and Factory Manager, Manufacturing 1, 2, 3 to Central HR, Sustainability and Regional Factory Manager</li> <li>&gt;SCI-IMS-P-4.43 to SCI-IMS-P-7.4.</li> <li>&gt;EHS Manager to Assistant EHSS Manager</li> <li>&gt;SCI-IMS-P-4.31 to SCI-IMS-P-6.1.2</li> <li>&gt;OHSAS 18001 to ISO 45001</li> <li>&gt;EHSO to Pollution Control Officer and Safety Officer</li> <li>&gt;Legal and Other Requirements Compliance Obligation to Determination of Legal and Other Requirement-Compliance Obligation Procedure</li> <li>&gt;identification and setting of environmental ,occupational health and safety objectives, targets and programs</li> <li>&gt;SCI-IMS-P-4.33/02 to SCI-IMS-P-6.2</li> <li>&gt;Organizational Structure and Responsibility to Organizational Roles, Responsibilities and Authorities Procedures</li> <li>&gt;SCI-IMS-P-4.41/05 to SCI-IMS-P-5.3</li> <li>&gt;competence, training and awareness to Competence and Awareness Procedure</li> <li>&gt;SCI-IMS-P-4.42 to SCI-IMS-P-7.2</li> <li>&gt;SCI-IMS-P-4.43 to SCI-IMS-P-7.4</li> <li>&gt;documentation to Documented Information</li> <li>&gt;the Environmental Management Representative to EHSS Manager</li> <li>&gt;document control to Creating and Updating of Documents</li> <li>&gt;SCI-IMS- P-4.46 to SCI-IMS- P-8.1</li> <li>&gt;SCI-IMS-P-4.47 to SCI-IMS-P-8.2</li> <li>&gt;SCI-IMS-P-4.51 to SCI-IMS-P-9.1.1</li> <li>&gt;SCI-IMS-P-4.52 to SCI-IMS-P-9.1.2</li> <li>&gt;SCI-IMS-P-4.53 to SCI-IMS-P-10.2</li> <li>&gt;Control of records to Documented Information</li> <li>&gt;SCI-IMS-P-4.54 to SCI-IMS-P-7.5.3</li> <li>&gt;SCI-IMS-P-4.55 to SCI-IMS-P-9.2</li> <li>&gt;SCI-IMS-P-4.61 to SCI-IMS-P-9.3</li> <li>&gt; SCI-IMS-P-4.1 to SCI-IMS-P-4.0</li> </ul> <p>Added:</p> <ul style="list-style-type: none"> <li>&gt;Planning in Operation Control</li> </ul>	Armond Garcia	Cando Yeh Kelly Chien
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## 1.0 PURPOSE

This manual defines the scope of the **Facilities** Environmental, Health and Safety Management System (EHS) and provides a linkage of system documents to the various elements of the ISO 14001:2015 and **ISO 45001:2018** standards.

The principal elements of the system described in this manual are:

- Context of the organization
- Leadership and worker participation
  - Leadership and commitment
  - Environmental & OH&S Policy
  - **Organizational roles, responsibilities and authorities**
  - Consultation and participation of workers
- **Actions to address risks and opportunities**
  - **Environmental aspects and** Hazard identification and assessment of risks and opportunities
  - Compliance obligations and Determination of legal requirements and other requirements
  - **Planning action**
- **Environmental objectives and planning to achieve them**
- **Resources**
- **Competence**
- Awareness
- Communication
- **Documented information**
  - Creating and updating
  - **Control of documented information**
- Operational planning and control
- Emergency preparedness and response
- Monitoring, measurement, analysis and evaluation
  - Evaluation of Compliance
- Internal audit
- Management review
- **Improvement**
  - **Nonconformity and corrective action and** Incident, nonconformity and corrective action
  - **Continual Improvement**

## 2.0 SCOPE

The **Facility** provides a mechanism for environmental, occupational, Health & Safety management throughout all areas and departments. The environmental, occupational health and safety management system is designed to cover environmental aspects, health and safety risk which a facility can control and directly manage, and those it does not control or directly manage but can be expected to have an influence.

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### 3.0 ISSUE AND UPDATE

The control of this Manual is in accordance with the **Facility** EHS **Creating and Updating of Documented Information Procedure SCI-IMS-P-7.5.2**. All copies of this Manual not marked "CONTROLLED DOCUMENT" are uncontrolled and should be used for reference purposes only. Amendments to this manual will be issued by the Environmental, Health and Safety officer or designee following approval by the EHS Manager.

### 4.0 ENVIRONMENTAL, HEALTH AND SAFETY POLICY

The **Facility** Environmental, Health and Safety Policy are endorsed by **Central HR and Sustainability and Regional Factory Manager**. The policy covers all activities at the facility. The Policy includes a commitment to continual improvement and prevention of pollution, injury, ill health and property damage as well as a commitment to meet or exceed relevant environmental legislation, regulations and other requirements. The Policy will be reviewed annually by top management, communicated to all employees and made available to the public in accordance with the Environmental, Health and Safety Communication procedure **SCI-IMS-P-7.4**.  
*Facilities* Environmental, Health and Safety Policy

#### I. Coverage

This policy applies to all employees of **Facility** namely, Metro Wear, Inc., Mactan Apparels, Inc., Feeder Apparel Corporation, Feeder Apparel Corporation – CPRD, Metro Wear Inc – Finished Goods, Globalwear Manufacturing, Inc., Globalwear Manufacturing, Inc. – Central Warehouse, Vertex One Apparel, Vertex One-Warehouse, FAC- FIT Printing.

#### II. Statement

Our commitment to high standards of Environment, Health and Safety (EHS) performance is supported by following this policy consisting of 12 principles to be adhered by all in whatever circumstance. Where applicable, everyone must employ a management system approach designed around the "plan-do-check-act" framework and aligned them with internationally recognized standards to achieve continual improvement in all areas of the facilities in compliance with both customer and government regulatory requirements.

#### III. Guidelines and Policy Provisions

1. **Accident Prevention:** Our optimum goal is to be able to achieve an accident-free and injury-free workplace with 100 percent safe work practices and conditions throughout our operation.

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- 2. Environmental Preservation:** We are committed to manage and control our activities in order to minimize impacts on the environment, prevent pollution and safeguard the health and safety of all employees, stakeholders, customers, suppliers, subcontractors and the community.

Sportscity International Cebu shall fulfill these commitments by:

- a. Complying all applicable laws and regulations, local and international including the requirements of DENR, customers, business partners and the community.
  - b. Continually improving the environmental performance beyond regulatory compliance by adopting the latest and suitable environmental technologies and processes thereby reducing the adverse environmental impacts of the operations.
  - c. Reducing the use of toxic and hazardous substances.
  - d. Reduce the amount of wastes produced
  - e. Optimizing the use of resources by continually identifying, implementing and reviewing practical measures to reduce resources usage while maintaining the quality of products and services.
  - f. Minimize energy and water use within its facilities and processes in order to conserve supplies and minimize the depletion of natural resources
  - g. Reduce and/or limit the released of Greenhouse gases and air pollutants.
  - h. Reduce and/or limit the discharge of pollutants to water and land
  - i. Implementing an effective waste management and waste reduction program including where applicable, recycling and reusing of waste; and
  - j. Promoting environmental awareness and health and safety in all levels of the company.
- 3. Communities:** We are dedicated to being responsible counterparts and neighbors in the zone where we are strategically located. We have to ensure that our operations carry out our business safely and responsibly. In case of constraints, we must consult proactively our stakeholders on issues of mutual interest.
- 4. Emergency Preparedness:** Emergency preparedness is one of the vital functions and the responsibility of the management, supervisors and employees at all levels. We will maintain emergency plans to protect everyone in and around the facilities, the environment and our corporate resources.
- 5. Risk Assessment:** Management of risk is a fundamental tool to ensure safe operations, products and services. We will systematically identify potential hazards, assess their relative significance and develop reduction measures to ensure risks are properly addressed or reduced. Life cycle perspective shall be considered and controls shall be established.
- 6. Legislative and Regulatory Compliance:** As committed manufacturing firm, we will comply with the compliance obligations to which the organization subscribes. Within our sphere of influence, we will actively participate in the development of responsible laws, regulations and standards regarding EHS issues inside our organization to uphold the prerequisites of a healthy and safe workplace.
- 7. Training and Education:** We will ensure that all employees understand their EHS responsibilities and their respective obligations to the organization as well. **Facility** will ensure to train and equip its workers with knowledge and expertise to be able to adhere to EHS requirements that they may be able to perform their assignments effectively without jeopardizing the entire operations. We will support education and research on the health, safety, security and environmental effects of our products and processes.
- 8. Product Stewardship:** We will provide information to all employees and work with applicable parties to foster the safe use, handling, transportation, storage, recycling, reuse and disposal of our materials, products and wastes. Sportscity International Cebu has taken its initiative in ensuring that all its products sent out to customers from various destinations are safe and are free from whatever metal or chemical contamination that may harm our clients.
- 9. Subcontractor Responsibility and Partnership:** Recognizing that our contractors are pivotal to achieving our EHS goals, we will closely monitor their performance regularly, use the results in the selection process, and work with our subcontractors to align our common interests, correct areas of non-compliance and promote EHS excellence in their own facilities without hampering their operations.
- 10. Measurement of Performance:** Our EHS performance will be measured regularly using key performance indicators. Our operations will also be monitored for compliance with applicable EHS legislative, regulatory and customer requirements through periodic reviews and audits.
- 11. Communication:** We will clearly communicate our EHS commitments, responsibilities, performance and manuals to our employees, other key stakeholders, our business partners and the public as well so to derive support for the optimum realization of this Health, Safety and Environment Policy.

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**12. Continuous Improvement:** Our management system must provide a framework for setting and reviewing Environmental, Health and Safety objectives and targets, measuring of performance and reporting results. We will employ these systems to achieve continual improvement in our overall EHS performance and enhance continual improvement from all areas of the organization. Reduction of Energy Consumption, water consumption, wastes generation and prevention of accident and illnesses etc. will be review at least annually.

**13. Context of the Organization:** We will systematically identify the internal and external issues which can affect the organization ability to achieve the intended outcomes. We will also ensure the needs and expectations of the interested parties are identified and addresses.

#### IV. Administration

This policy shall be implemented in close coordination with **Regional Factory Manager, Central HR Manager and Sustainability.**

### 5.0 Environmental aspects and Hazard identification and assessment of risks and opportunities

**A.** The *Facility* Environmental, Health and Safety Committee (EHS) identifies the environmental aspects which the facility controls and over which it may be expected to have an influence, and determines which of those aspects are considered significant. A Life cycle Perspective shall be considered. Discussions regarding significance are recorded in EHS meeting minutes. These aspects are reviewed at least annually by the EHS Representatives or when there is a new or changed process, development, products and services or activity at the facility. The **Assistant EHSS** Manager maintains EHS minutes and other records. A list of all aspects and hazard(s) identified by area and department is included in SCI-IMS-P-**6.1.2 Environmental aspects and** Hazard identification and assessment of risks and opportunities.

**B.** EHS committee also identifies hazards, assess their risks and implement necessary control over all activities and areas of our facility. Existing job hazard analysis (JHAs) include rankings of severity, probability and control and thus provide relative measures of risk. These sheets document operational controls and provide a means for tracking recommended actions. Recommended actions may be suggested by any employee at any time, and are monitored by the EHS Committee.

#### Reference Material

ISO 14001 Standards (6.1.2)

**ISO 45001 Standard (6.1.2)**

#### Applicable Procedures

SCI-IMS-P-**6.1.2** Environmental Aspect, Hazard Identification and Assessment of Risks and Opportunities Procedure

Environmental Review of Projects



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## 6.0 **Determination** of Legal and Other Requirement-Compliance Obligation Procedure

The **Facility** has established an environmental and occupational health and safety procedure for the purpose of identifying, accessing and communicating its compliance obligation requirements that are applicable to the facility. Additional information is also available through legal publications. Local regulations are identified, accessed and communicated by the **Facility** Environmental, Health & Safety Management System Manual. At least annually the **Control Officer and Safety Officer** will review the most current national, regional, provincial, state and local legal and other requirements as applicable to the **Facility**

### Reference Materials

Legal and Other Requirements

ISO 14001 Standards (6.1.3)

**ISO 45001 Standard (6.1.3)**

### Applicable Procedures

SCI-IMS-P-**6.1.3 Determination of** Legal and Other Requirement-Compliance Obligation Procedure

## 7.0 **Environmental, Health and Safety Objectives and Planning to achieve them Procedure**

The EHS Committee has developed objectives and targets for each significant environmental aspects and OH&S hazards and risk. These objectives and targets define:

1. The performance objectives (Investigate/Study, Control/Maintain, or Improve) for each significant environmental aspect and OH&S hazards and risk;
2. The specific, quantified targets which define those performance objectives; and
3. Designation of responsibility and planned deadlines for the achievement of those targets.

Objectives and targets are developed considering significant environmental aspects, OH&S hazards and risks, technological options and financial, operational and business plans, and the views of interested parties.

SCI-IMS-P-**6.2 Environmental, Health and Safety Objectives and planning to achieve them** Procedure identifies the facility's objectives and targets

The EHS team establishes Environmental and OH&S management programs (EHS MPs) as a means for achieving objectives and targets. These programs define the principal actions to be taken, those responsible for undertaking those actions and the scheduled times for their implementation. The EHS Management Program (s) are developed by the EHS team, approved by the Management Team and are reviewed at regular and planned intervals and maybe adjusted as necessary to achieved the objectives and targets.

### Reference Material

ISO 14001 Standards (6.2.1 and 6.2.2)



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ISO 45001 Standard (6.2.1 and 6.2.2)

Applicable Procedures

SCI-IMS-P-6.2 Identification and Setting of Environmental Health & Safety Objectives, Target and Programs

## 8.0 Organizational Roles, Responsibilities and Authorities Procedures

**9.0** Environmental, Health & Safety management system roles, responsibilities and authorities are defined at relevant functions and levels within the organization. The Facility Management Team jointly provides the resources essential to the implementation and control of the environmental, health and safety management system, including: training, human resources, specialty services, financial resources, technical and informational services. The Environmental, Health and Safety Management Representative has primary responsibility for establishing, operating and maintaining the EHS and reports to top management on its performance for review. A Cross Functional Team provides routine EHS support and reports directly to the EHSMR. Documentation, which describes various positions, is included in SCI-IMS-P-5.3 Resource, Organizational Roles, Responsibilities and Authorities Procedures

Reference Material

ISO 14001 Standards (5.3 and 7.1)

ISO 45001 Standard (5.3 and 7.1)

Applicable Procedures

SCI-IMS-P-5.3 Organizational Roles, Responsibilities and Authorities Procedures

## 10.0 Competence and Awareness Procedure

The Facility identifies plans, monitors and records training needs for personnel whose work may create a significant impact upon the environment or the health and safety of the workplace. Facility has an environmental, health and safety procedure to train employees at each relevant function and level so they are aware of the environmental policy, significant environmental aspects and workplace hazards, their roles and responsibilities in achieving conformance with the policy and procedures, and with the requirements of the environmental, health and safety management system and potential consequences of departure from specified procedures. The training coordinator is responsible for maintaining employee training records. Appropriate records are monitored and reviewed on a scheduled basis. Competency is determined by the employee's supervisor as specified in SCI-IMS-P-7.2.

Reference Material

ISO 14001 Standards (7.2 and 7.3)

ISO 45001 Standard (7.2 and 7.3)

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Applicable Procedures

SCI-IMS-P-7.2 **Competence and Awareness Procedure**

## 11.0 Communication, Participation and Consultation of Workers

The **Facility** has established and will maintain a procedure for internal and external communications regarding environmental, health and safety information. This procedure addresses communication within SCI including contractors and visitors, as well as receiving, documenting and responding to relevant communication from external interested parties. Employees will be informed of all environmental, health and safety related issues and involved in processes to improve performance and reduce risks. Information will be shared with external parties as required by law and in accordance with our commitment to good corporate citizenship.

The organization will externally communicate its identified significant environmental aspects, hazards and risks and shall be documented.

Reference Material

ISO 14001 Standards (7.4.2 and 7.4.3)

**ISO 45001 Standards (7.4.2, 7.4.3 and 5.4)**

Applicable Procedure

SCI-IMS-P-**7.4** Communication Procedure

## 11.0 Environmental, Health and Safety Management System **Documented Information**

This Manual identifies all documents relevant to the EHS. A copy of EHS documents, other than visual aids and records, can be obtained from **EHSS Manager** or designee. System procedures and forms are provided in Procedures and Work Practices.

Reference Material:

ISO 14001 Standards (7.5.1)

**ISO 45001 Standard (7.5.1)**

Applicable Procedure

SCI-IMS-P-4.44 Documentation

## 13.0 Creating and Updating of Documents

The *Facility* has established an environmental procedure for controlling all documents related to the environmental, occupational health and safety system. This procedure describes where documents can be

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located and how and when they are revised, reviewed and approved. The procedure ensures that current versions are available and that obsolete documents are promptly removed from use or are suitably identified. Controlled documents are obtainable from the **EHSS Manager** or designee. Relevant documents of external origin are identified and their distribution controlled. A list of controlled documents is provided in Master Document List.

#### Reference Material

ISO 14001 Standards (7.5.2 and 7.5.3)

ISO 45001 Standard (7.5.2 and 7.5.3)

#### Applicable Procedures

Formatting Procedures, Work Practices & Forms

SCI-IMS-P-7.5.2 Creating and Updating of Documents

### 14.0 Operational **Planning and Control**

The EHS representatives are responsible for identifying operations and activities associated with significant environmental aspects and hazards where the implementation of operational Controls in procedures, work practices or environmental, health and safety management programs are necessary to manage environmental impacts and OH&S risks. This shall include the management of change.

#### *The Facility shall implement and maintain*

- Controls related to purchase goods, equipment and services
- Controls related to contractors and other visitors to the workplace
- Documented procedures, to cover situations where their absence may lead to deviations from the E, OH & S Policy and the objectives.
- Stipulated operating criteria where their absence would lead to deviations from the E, OH & S Policy and the objectives.

System Procedures: Cover the management and control of the EHS and the principal environmental aspects, hazard and risk identified which the system manages. These procedures are applied to all **facilities** operation.

Work Practices: Cover the environmental and OH&S control of specific operational activities and are usually activity specific in their application.

These documents define the mechanisms for the establishment, implementation and maintenance of the EHS and ensure that the system is maintained in accordance with the environmental, occupational health and safety policy and objectives and targets. Applicable procedures and requirements will be communicated to suppliers and contractors.

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Operational controls are summarized on the Environmental Aspects and Safety Matrix.

#### Reference Material

ISO 14001 Standards (8.1)

ISO 45001 Standard (8.1.1, 8.1.2, 8.1.3, 8.1.4, 8.1.4.2, 8.1.4.3)

#### Applicable Procedures

SCI-IMS- P-8.1 Operational Planning and Control

## 15.0 Emergency Preparedness and Response

The Facility has an environmental, health and safety procedure to identify potential for and respond to accidents and emergency situations, and for preventing and mitigating the environmental impacts and/or adverse OH&S consequences that may be associated with them. Emergency methods are developed and reviewed by the EHS Committee on an annual basis and after the occurrence of accidents or emergency situations. Emergency procedure is periodically tested involving relevant interested parties as appropriate.

#### Reference Material

ISO 14001 Standards (8.2)

ISO 45001 Standard (8.2)

#### Applicable Procedures

SCI-IMS-P-8.2 Emergency Preparedness and Response

## 16.0 Performance Monitoring and Measurement

The Facility has established an environmental, health and safety procedure(s) to monitor and measure performance of the key characteristics of its operations and activities that can have a significant impact on the environment, or the health and safety of Facility personnel on a regular basis. This procedure includes calibration and maintenance requirements and ensures that records will be retained.

#### Reference Material

ISO 14001 Standards (9.1.1)

ISO 45001 Standard (9.1.1)

#### Applicable Procedures

SCI-IMS-P-9.1.1 Performance Monitoring and Measurement

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## 17.0 EVALUATION OF COMPLIANCE

The **Facility** has established an Environmental, Health and Safety Regulatory Compliance Program. Procedure SCI-IMS-P-9.1.2 outlines the requirements of the program and to periodically review regulatory compliance and report results to management on a yearly basis. Records of the results of the periodic evaluations are kept.

### Reference Material

ISO 14001 Standards (9.1.2)

ISO 45001 Standard (9.1.2)

### Applicable Procedures

SCI-IMS-P- 9.1.2 Evaluation of Compliance

## 18.0 Incident Investigation, Nonconformity, Corrective and Preventive action

The **Facility** has established a procedure for handling and investigating accidents and incidents, dealing with actual and potential nonconformity (ies) defining responsibility and authority for handling and investigating nonconformance, for taking action to mitigate impacts, and for initiating, completing and reviewing the effectiveness of corrective and preventive action. Any changes in procedures resulting from corrective and preventive actions are implemented and recorded.

### Reference Material

ISO 14001 Standards (10.2)

ISO 45001 Standard (10.2)

### Applicable Procedures

SCI-IMS-P-10.2 Incident Investigation, Nonconformity, Corrective and Preventive Action

## 19.0 Control of Documented Information

The **Facility** has an environmental, health and safety procedure for the identification, storage, retrieval, retention, archiving, maintenance and disposal of environmental, health and safety records. These records include training records and the results of audits and reviews. They are readily retrievable (legible, identifiable, traceable) and protected against damage, deterioration and loss. The Areas and Departments maintain their own environmental records. Record and document retention is also specified in the procedure. A list of relevant records is provided in the Master Records List Reference Material.

ISO 14001 Standards (7.5.3)

ISO 45001 Standard (7.5.3)

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Applicable Procedures

SCI-IMS-P-7.5.3 Control of Documented Information

## 20.0 Environmental and OSH Management System Audit

Periodic system audits are conducted to ensure that the environmental, health and safety management system has been properly implemented and maintained. The results of these audits are provided to management. Audits are performed according to a schedule, which is based on the environmental importance of an activity, the results of previous audits and the audit schedule. All auditors are trained and audit records are kept with the Audit Program Leader.

Reference Material

ISO 14001 Standards (9.2)

ISIO 45001 Standard (9.2)

Applicable Procedures

SCI-IMS-P-9.2 Internal Audit

## 21.0 MANAGEMENT REVIEW

The Management Team reviews all elements of the EHS annually to ensure its continuing suitability, adequacy and effectiveness. Review includes assessing opportunities for improvement and the need for changes to the EHS management systems including the EHS policy, objectives and targets. Meeting minutes record these reviews and are kept by the EMR or document controller.

Reference Material

ISO 14001 Standards (9.3)

ISIO 45001 Standard (9.3)

Applicable Procedures

SCI-IMS-P-9.3 Management Review

## 22.0 Context of Organization

The Facility has established a procedure to identify the needs and expectations of the interested parties and internal and external issues that can affect its ability to achieve the intended outcomes of its Environmental management system. Identify the opportunities and formulate action plans. Identified risks shall be analyze and formulate actions to be taken to minimize its impacts.

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Reference Material

ISO 14001 Standards (4.1, 4.2)

ISO 45001 Standards (4.1, 4.2)

Applicable Procedures

SCI-IMS-P-4.0 Context of the Organization Procedure