

Environmental Management Systems - ISO 14001:2015 Compliance Audit Tool

Insert Company Logo

PERFORMANCE REQUIREMENTS

#	Requirement	Auditor Note / Guidance	Example / Intent of Evidence	Evidence Sighted	Comments / Recommendations	Potential Score	Actual Score
4.1 Understanding the organisation and its context							
1	Does the organisation understand the important issues that can affect , either positively or negatively the way the organisation manages its environmental responsibilities?						
4.2 Understanding the needs and expectations of interested parties							
2	Has the organisation determined: a) the interested parties that are relevant to the environmental management system? b) the relevant needs and expectations (ie requirements) of these interested parties? c) which of these needs and expectations become its compliance obligations?						
4.3 Determining the Scope of the environmental management system							
3	When determining EMS scope, did the organisation consider: a) the external and internal issues (4.1)? b) the compliance obligations (4.2)? c) the organisational units, functions and physical boundaries? d) its activities, products and services? e) its authority and ability to exercise control and influence?						
4	Has the organisation documented and maintained the scope? Is it available to interested parties?						
4.4 Environmental Management System							