



Level 3 Award in Environmental Management Syllabus

A Principles of sustainability

Candidates should understand key global environmental issues and the concept of sustainability and be able to:

- i Describe key environmental impacts including:
 - resource depletion
 - air, water and land pollution
 - climate change
 - loss of biodiversity.
- ii Outline the international agreements, protocols and responses to environmental issues.
- iii Describe the terms sustainability and sustainable development.
- iv Outline the role of the organisation in driving sustainability.

B Environmental management systems

Candidates should understand the advantages and disadvantages of implementing an accredited environmental management system and be able to:

- i Describe the key elements of environmental management systems.
- ii Outline the similarities and differences between Eco Management and Audit System (EMAS), ISO 14001 and BS 8555.
- iii Describe the benefits to the organisation and to the environment of improved environmental performance.
- iv Identify the advantages and disadvantages of implementing an accredited system.
- v Outline the benefits and challenges of integrating EMS with other management systems.

C Environmental policy

Candidates should understand the purpose of and process involved in developing an effective environmental policy and be able to:

- i Outline the key requirements of an environmental policy.
- ii Explain how a range of internal and external interested parties may influence the content of an environmental policy.

- iii Identify the key considerations that should be taken into account when developing an environmental policy.
- iv Outline how an environmental policy can be effectively communicated, monitored and reviewed.
- v Describe how to integrate the policy into the organisation's plans, activities, products and services.

D Planning for environmental improvement

Candidates should understand how to identify and evaluate an organisation's environmental aspects and impacts and be able to:

- i Outline the methodology and scope of an environmental aspect review, including inputs, outputs and operations of the organisation, direct and indirect environmental aspects, abnormal and emergency situations.
- ii Identify environmental aspects related to the activities, products and services of the organisation.
- iii Identify the environmental impacts arising from the environmental aspects.
- iv Evaluate the significance of environmental aspects.
- v Define the reasons for evaluating environmental aspects for significance.
- vi Identify the different methods available for evaluating environmental aspects for significance considering qualitative and quantitative data.
- vii Outline the key considerations in setting objectives and targets associated with the significant environmental aspects of the organisation.
- viii Outline the importance of developing targets that are specific, measurable, achievable, responsibility assigned and time bound.

E Environmental law

Candidates should understand the structure, function and operation of environmental law and be able to:

- i Outline their relevant national legal system including its different types and origins of law, the jurisdictions and structures of the courts and the role of administrative bodies.

- ii Identify the range of methods of legal interventions including taxation, permits, criminal sanctions and civil sanctions including compensation and injunctions.
- iii Outline the roles and powers of local authorities and the environment agencies as key environmental regulators.
- iv Identify the potential civil, administrative and criminal consequences associated with breaching environmental law.
- v Outline the key legal commitments made to tackle climate change.
- vi Outline the statutory regimes for the control of pollution.
- vii Describe the main legal requirements for the management of waste.
- viii Describe the main legal requirements for the management of water.
- ix Outline the regime for the control of statutory nuisance with particular reference to noise.
- x Identify the main contaminated land legislation.
- xi Describe the process of developing and maintaining a register of legal and other requirements.

F Implementation – improving environmental performance

Candidates should understand how an environmental management system can be implemented and be able to:

- i Describe the manager's role in setting, communicating and monitoring objectives and targets.
- ii Outline the factors to consider when defining competence, training and awareness requirements within an environmental management system.
- iii Describe a range of methods for communicating environmental information.
- iv Explain the importance of the control of documents in the context of an environmental management system.
- v Identify suitable operational controls to improve environmental performance.



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- vi Identify the importance of emergency preparedness and response.
- vii Describe the types of emergency situation that might have an impact on the environment.
- viii Detail how prior preparation and provision of training and resources can mitigate any effects.
- ix Detail the reporting requirements of pollution incidents to regulatory agencies.

G Checking environmental performance

Candidates should understand the purpose and processes of checking environmental performance including monitoring and measuring, corrective and preventive actions and auditing and in particular be able to:

- i Describe how to monitor, measure and evaluate the effectiveness of implementation.
- ii Explain the importance of monitoring procedures and using environmental key performance indicators.
- iii Describe how to evaluate compliance with legal and other requirements.
- iv Explain how to manage non-conformities, corrective and preventive actions.
- v Explain how to meet ISO 14001 requirements to control environmental records.
- vi Specify the purpose and benefits of auditing.
- vii Outline different types of audits.
- viii List the key stages of the environmental audit process.
- ix Outline the considerations when developing an environmental audit schedule.
- x Identify the principles of good auditor selection and practice.
- xi List the techniques for gathering information during the audit process.
- xii Outline the contents of an environmental audit report.
- xiii Explain how to follow up and close out an audit.

H Reviewing and reporting environmental performance

Candidates should understand the reasons for producing an environmental report and be able to:

- i Describe the role of review in driving continual improvement in environmental performance and legal compliance.
- ii Outline the role of environmental reporting, the methods and formats available for preparing and presenting reports, both internally and externally.
- iii Outline the options for independent validation of reports and when this might be required.
- iv Outline the importance of encouraging feedback from interested parties on the report contents and its value.