

DATE: July 2022

EMS SUMMARY



Environmental Management System Summary

Royal Mint currently hold three ISO certifications associated with Quality, Environment and Energy.

All three including the Environmental Management System are certified by BSI. The environmental management certificate (Ref: EMS 84940) has been in place since August 2005.

To cover the three standards there is a hierarchy of procedures. The integrated procedures (IMP's) detailed below are procedures that cover the common elements of the three standards.

The safety management procedures (SMP's) detailed below cover both Health Safety and Environment.

The Environmental Management Procedures (EMP's) that cover specifics with the current environmental permit and the ISO14001 standard that are not covered by the other procedures are also detailed below.

Finally, there are the Environmental Working Procedures (EWP's) that cover specific operations with the Environment Management System.

Integrated Management Procedures

IMP 01 Integrated Management System Manual

IMP 2.1 Just Culture

IMP 2.2 Business Continuity Procedure

IMP 4.1 Context of the Organisation

IMP 4.2 List of Interested Parties

IMP 6.2 Objectives and Targets

IMP 6.3 Management of Change Process v2.0

IMP 6.3.1 Initial Change Request v1.0

IMP 6.3.2 Material Change Checklist v1.0

IMP 6.3.3 Organisational Change Checklist v1.0

IMP 6.3.4 Physical Change Checklist v1.0

IMP 6.3.5 Process Change Checklist v1.0

IMP 6.3.6 Procedure Change Checklist v1.0

IMP 6.3.7 Change Closure Checklist v1.0

IMP 6.3.8 MoC Process Flowchart v1.0

IMP 7.2 Competency Assurance

IMP 7.2.1 Competence Assurance Procedure for SOP's

IMP 7.2.2 Competency Assurance Flowchart

IMP 7.2.3 Competency Assessment Template

IMP 7.2.4 Blank SOP Template

IMP 7.3 Awareness

IMP 7.4 Communication

IMP 7.4.1 Learning Lessons - Template

IMP 7.5 Control of documented information

IMP 7.5.1 Procedural Template

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IMP 7.5.2 Controlled Documents of External Origin

IMP 9.3 Management Review

IMP10.1 NON-CONFORMANCE CORRECTIVE PREVENTATIVE ACTIONS AND IMPROVEMENT

Safety Management Procedures

SMP 1.2 Ensuring Legal Compliance

SMP 1.5 Documentation and Record Control

SMP 1.6 Monitoring and Measurement

SMP 1.8 Asset Integrity Management

SMP 2.1 Reacting to Fire Alarms

SMP 2.2 Testing the Site Incident Alarm

SMP 3.1 Accident Investigation and Reporting

SMP 4.1 Control of Chemicals

SMP 4.1 Design Documentation

SMP 4.1.1 COSHH Undertaking a Risk Assessment

SMP 4.3 Onsite Chemical Inventory

SMP 4.4 Safety Data Sheets

SMP 4.5 Management of Asbestos

SMP 4.6 Management of Local Exhaust Ventilation

SMP 4.7 Management of Ionising Radiation Equipment

SMP 4.9 Emergency Preparedness and Response

SMP 5.1 Hazard and Operability Studies

SMP 5.2 Pre-start up Safety Reviews Policy

SMP 5.3 PHR for Existing Equipment Policy

SMP 6.1 Plant Modifications

SMP 6.2 Temporary Repairs

SMP 6.3 Mods to Prog Elec Equipment

SMP 6.4 Machinery Safety Systems Maintenance

SMP 7.1 Electrical Equipment Policy

SMP 7.2 Fluid Systems Policy

SMP 7.3 Functional Safety Management

SMP 12.1 SHE SMS Audit

SMP 13.1 Use of Portable Appliances

SMP 14.1 Fork Lift Truck Policy

SMP 17.1 Gold Controller Handover

SMP 19.1 Compressed Gas Cylinders Policy

SMP 20.1 Noise at Work Policy

SMP 22.1 Risk Assessment Procedure

SMP 24.1 Personal Protective Equipment

SMP 26.1 11KV Sub Station Policy

SMP 27.1 Occupational Health Policies

SMP 33.1 Control of Contractor

SMP 34.1 Permit to Work

SMP 34.2 Working at Height

SMP 36.1 Movement of Vehicles on Site

SMP 45.1 Isolation Procedure

SMP 65.1 Control of Dangerous Substances and Explosive Atmospheres

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SMP 66.1 SHE Compliance Monitoring
SMP 70.1 Electro Magnetic Fields (EMF)

Environmental Management Procedures

EMP 4.7 Discharges to Water and Land
EMP 5.1 Environmental Monitoring, Measurement, Analysis and Evaluation
EMP 5.5 Purchasing
EMP 8.2 Use of IBCs
EMP 3.1 Aspects Procedure
EMP 4.6 Discharges to Air

Environmental Working Procedures

EMP 4.5 Waste Management
EMP 4.5.1 List of Competent Waste Classification Personnel
EMP 4.5.3 Waste Management Responsibilities
EWP 4.5.2 Consignment Notes
EWP 4.5.4 Tanker Flow Chart

EWP Operation of MCERTS
EWP 1.14.1 Waste Classification and Assessment
EWP 1.6 Disposal of Cyanide Contaminated Materials
EWP 2.3 Plant Decommissioning
EWP 3.2.9 Refrigerant Insulating Gas Leak Incident Procedure

EWP 4.1 Spill Response Procedure
EWP 4.2 Environmental Incidents Procedure
EWP 4.3 Maintaining Spill Response Materials
EWP 5.5 Monitoring River Water Abstraction
EWP 5.7 Annual Reporting Electronic Version
EWP_Spill_Response_Trailer_4.4_(1)
EWP 1.14 Using the List of Wastes to Code Waste
EWP 1.15 Waste Quarterly Returns
EWP 5.10 Obtaining Production Tonnages for Reporting
EWP 5.6 Annual Reporting (Document Version)
EWP 5.8 Reporting OF S1, W1 AND W2 TO W7
EWP 5.9 Producing the Annual Packaging Waste Returns
EWP 6.1 Handling Environmental Complaints
EWP 6.2 Control of Equipment Noise

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