

	ENVIRONMENTAL MANAGEMENT SYSTEM Pembrokeshire Eco Park WTS and HWRC EMS INDEX	EMS Index sheet Version: 1 Effective: XXX
	Authoried by: WRAP Cymru Date: May 2023	Reviewed by: VK

Pembrokeshire Eco Park EMS Index Sheet				
Document reference	Section and sub-section	Document owner	Version	Last review date
EMS.S1	Environmental Policy			
EMS.S1.01	Environment Policy (s)	PCC	1	
EMS.S1.02	Corporate Environmental & Waste related KPIs	PCC	1	
EMS.S2	Management System Techniques			
EMS.S2.01	Copy of final permit document	Site manager	1	
EMS.S2.02	List of EWC codes	Site manager	1	
EMS.S2.03	OPRA Assessment Spreadsheet	Site manager	1	
EMS.S2.04	Introduction & site setting	Site manager	1	
EMS.S2.05	Records	Site manager	1	
EMS.S2.06	Complaint Procedure	Site manager	1	
EMS.S2.07	Complaints Record Form	Site manager	1	
EMS.S2.08	Environmental Performance	Site manager/ PCC	1	
EMS.S2.09	Legislative compliance & obligations	Site manager	1	
EMS.S2.10	Monthly Auditing Checklist	Site manager	1	
EMS.S2.11	Quarterly Auditing Checklist	Site manager	1	
EMS.S2.12	Management Meeting Form	Site manager	1	
EMS.S3	Training Plans & Requirements			
EMS.S3.01	COTC qualifications & certificates	Site manager	1	
EMS.S3.02	Training & Qualifications Procedure	Site manager	1	
EMS.S3.03	Training record	Site manager	1	
EMS.S3.04	Training matrix	Site manager	1	
EMS.S3.05	Management & Responsibilities	Site manager	1	
EMS.S4	Standard Operations & Procedures			
EMS.S4.01	Operating Techniques Document	Site manager	1	
EMS.S4.02	WAP & Sampling	Site manager	1	
EMS.S4.03	Non Conformance Procedures	Site manager	1	
EMS.S4.04	Non Conformance Checklist	Site manager	1	
EMS.S4.05	Waste Storage	Site manager	1	
EMS.S4.06	Site Treatment & Operations	Site manager	1	
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EMS.S4.08	Traffic Management & Traffic Management Plan	Site manager	1	
EMS.S4.09	SSoW References	Site manager	1	
EMS.S4.10	Security Management	Site manager	1	
EMS.S4.11	Yard Checks (examples)	Site manager	1	
EMS.S5	Emissions & Monitoring			
EMS.S5.01	Environmental Risk Assessment (ERA)	Site manager	1	
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EMS.S5.04	Odour Management Plan			
EMS.S5.05	Noise Impact Assessment and Noise Management Plan			
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EMS.S6	Accident Management Plan			
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EMS.S7	Fire Prevention & Mitigation			
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