

DATE: December 2024

## 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

IMP 7.5.2 Controlled Documents of External Origin

IMP 9.3 Management Review

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## 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 4.9.4 SITAD Fire Prevention Plan  
 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  
 SMP 66.1 SHE Compliance Monitoring  
 SMP 70.1 Electro Magnetic Fields (EMF)

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### 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 4.5 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  
EMP 4.6 Discharges to Air

### Environmental Working Procedures

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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