SECTION E3- OBJECTIVES, TARGETS & PROGRAMMES

OBJECTIVE

To establish a framework by which environmental objectives and targets are identified and developed, as well as maintain programs for achieving the objectives and targets identified. The establishment of environmental objectives and targets shall be in consistent with the quality and environmental policy, legal and other requirements, significant environmental aspects, technological options and financial, operational and business requirements, and the views of interested parties.

RESPONSIBILITIES

The Director-in-Charge or QE Manager is the Owner of this procedure and has overall responsibility and authority for its establishment, successful implementation and maintenance. Department Heads shall be responsible for the successful implementation of this procedure.

DEFINITIONS

1. Environmental Objective - The overall environmental goal, arising from the quality and environmental policy, that an organization sets itself to achieve, and which is quantified where practicable.

2. Environmental Target - A detailed performance requirement, quantified where practical, applicable to the organization or parts thereof, that arises from the environmental objectives and that needs to be set and met in order to achieve those objectives.

3. Interested Party - An individual or group, inside or outside the workplace, concerned with or affected by the environmental performance of the organization.

PROCEDURES

1. Considerations

1.1 The QE Manager shall analyze all relevant information and shall develop environmental objectives and targets considering the following:

(a) Requirements of the quality and environmental policy statement.

(b) Legal and other requirements, including conditions of approvals and permits and other documents issued by regulatory agencies.

(c) Significant environmental impacts and risks of the company's activities, products and services.

(d) Reasonable views of interested parties, both internal and external.

(e) Technological options.

(f) Business goals and requirements.

(g) Cost reduction.

(h) Pollution prevention or control.

1.2 The QE Manager shall appoint a Program Leader to spearhead the achievement of each objective and target set.

2. Programs

2.1 The Program Leader shall prepare and document action plan for achieving the objectives and targets assigned, using the Environmental Management Program Form.

2.2 In preparing the action plan, the responsibility for achieving the objectives and targets at each relevant function and level, and the means and time-frame by which they are to be achieved shall be included.

2.3 The programs shall be communicated to all appropriate employees for effective implementation and updated when necessary.

3. Reporting

3.1 Each Program Leader shall update the QE Manager on the status and progress of the achievement of the environmental objectives and targets at prescribed intervals.

3.2 The QE Manager shall review the progress of each program, and report to the Director-in-Charge at prescribed intervals or when there is a need for decision if any major problems are apparent in the achievement of the environmental objectives and targets.

3.3 When necessary, the objectives and targets shall be modified when there is new development or changes to the related activities, products or services.

4. Review of Achievement

4.1 The overall achievement of objectives and targets shall be reviewed, and if necessary revised during the management review.

4.2 During the management review, new objective and/or target may also be set.

REFERENCE

Form EC3.A - Environmental Management Program Form