

QW Medical, LLP

EMS

Manual

ISO 14001:2004

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1 General

1.1 Purpose and scope

This Environmental Management System (EMS) Manual documents QW Medical, LLP's EMS system to enable the organization to develop and implement a policy and objectives which take into account legal and other requirements to which the organization subscribes; and information about significant environmental aspects. The EMS applies to those environmental aspects that the organization identifies as those which it can control and can influence. Relevant standards and regulations are shown in the [Applicable standards and regulations](#) section of this manual.

1.2 Applicable standards and regulations

- 1.2.1 [ISO 14001:2004, Environmental management systems – Requirements with guidance for use](#)

2 Company information

QW Medical, LLP is located at 123 Innovation Drive, Sun City, AS, 123456, USA. QW Medical, LLP designs, manufactures, distributes and services XY products.

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3 Definitions and Conventions

EMS	-	Environmental Management System.
EMS Matrix	-	Environmental Management System Matrix.
NC-CAPA	-	Non-conformity and Corrective & Preventive Action.

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- Management Team - President and Directors form the Management Team. The Management Team has executive responsibility for performance of the business, EMS and other systems.
- [XYZ Procedure](#) - Underlined procedures and standards in the body of the EMS Manual identify reference documents supporting a particular element of the manual.

4 EMS requirements

4.1 General requirements

QW Medical, LLP has established, documented, implemented, maintains and continually improves an EMS in accordance with all [Applicable standards and regulations](#) and determines how it fulfils these requirements.

QW Medical, LLP has defined and documented the scope of its EMS per the [Environmental System Matrix](#).

4.2 Environmental policy

Top management has defined the organization's environmental policy per the [Environmental Policy Display](#) and ensures that, within the defined scope of its EMS it:

- a) is appropriate to the nature, scale and environmental impacts of its activities, products and services,
- b) includes a commitment to continual improvement and prevention of pollution,
- c) includes a commitment to comply with Applicable standards and legal requirements and with other requirements to which the organization subscribes which relate to its environmental aspects,
- d) provides the framework for setting and reviewing environmental objectives and targets per the [Management Review Procedure](#),
- e) is documented, implemented and maintained,

- f) is communicated to all persons working for or on behalf of the organization. and
- g) is available to the public.

4.3 Planning

4.3.1 Environmental aspects

QW Medical, LLP has established, implemented and maintains an [EMS Matrix](#) to:

- a) identify the environmental aspects of its activities, products and services within the defined scope of the environmental management system that it can control and those that it can influence taking into account planned or new developments, or new or modified activities, products and services, and
- b) determine those aspects that have or can have significant impact(s) on the environment (i.e. significant environmental aspects).

QW Medical, LLP documents this information and keeps it up to date.

QW Medical, LLP ensures that the significant environmental aspects are taken into account in establishing, implementing and maintaining its EMS.

4.3.2 Legal and other requirements

QW Medical, LLP has established, implemented and maintains a [Legal Requirements Procedure](#) to:

- a) identify and have access to the applicable legal requirements and other requirements to which the organization subscribes related to its environmental aspects, and
- b) determine how these requirements apply to its environmental aspects.

QW Medical, LLP ensures that these applicable legal requirements and other requirements to which the organization subscribes are taken into account in establishing, implementing and maintaining its EMS.

4.6 Management review

Top management shall review the organization's environmental management system, at planned intervals, to ensure its continuing suitability, adequacy and effectiveness. Reviews shall include assessing opportunities for improvement and the need for changes to the environmental management system, including the environmental policy and environmental objectives and targets. Records of the management reviews shall be retained.

Input to management reviews shall include

- a) results of internal audits and evaluations of compliance with legal requirements and with other requirements to which the organization subscribes,
- b) communication(s) from external interested parties, including complaints,
- c) the environmental performance of the organization,

QW Medical, LLP's top management, at intervals that it determines, review the EMS, to ensure its continuing suitability, adequacy and effectiveness per the [Management Review Procedure](#). The management review process ensures that the necessary information is collected to allow management to carry out this evaluation. This review is documented.

The management review addresses the possible need for changes to policy, objectives and other elements of the EMS, in the light of EMS audit results, changing circumstances and the commitment to continual improvement.

5 Revision history and master verification

Rev	DCR	Description of change	Master verified	Date
01	1025	Initial release	<i>Mark Wright</i>	12/30/00