



# IEMA Approved Environmental Auditor Course

Presented by

**Ted Rosser**

**IEMA Principal Environmental Auditor**

and

**Adele Wiseman**

**Technical Director SGC**

*Improve your environmental management and audit skills*

*Deliver performance improvement and compliance within your organisation*

*Progress to become a Registered Auditor*



*An auditor collects some 'objective evidence' on emissions to air and waste disposal!*

## About the Course

*"There are far too many audits in modern business; but far too few effective audits."*

The aim of this course is to train individuals to become effective auditors. We offer delegates a challenging and enjoyable 5 day audit training programme.

A successful environmental management system (EMS) drives environmental performance improvement and compliance at all levels within an organisation and its supply chain. It provides top management with the assurance that their environmental policy commitments are being implemented and maintained.

At the heart of a successful EMS is an effective audit programme and a team of competent and qualified auditors. This course is about developing auditors who can deliver such a programme.

This 5-day Institute of IEMA<sup>i</sup> Approved Advanced EMS Auditor Course has been specifically designed for individuals who have environmental management and environmental audit responsibilities.

The course is fully compliant with all the requirements of IEMA and covers ISO 14001:2004, ISO 19011:2002, ISO 17021, EMAS, UKAS requirements and the relevant UK regulations. Sustainable development and a 'life cycle' thinking approach are key themes of the course.

We believe that our course is probably the most effective and enjoyable of the IEMA courses available. This is because the course is presented by a lead tutor who has extensive knowledge of the environment, sustainability and auditing and has a wide repertoire of interesting and apposite experiences to share with the delegates. We avoid too much reliance on PowerPoint presentations, instead using workshops, photographic illustrations and discussions to promote understanding. The course includes a 'live audit' so delegates have the opportunity of practicing their audit skills in a real situation (far better than classroom role play exercises). We also believe our course documentation is unrivalled; delegates are issued with a comprehensive 150 page environmental auditing manual plus a CD containing SGC Audit Checklists and an audit report template and many other materials, all of which provide a valuable reference for undertaking future audits.

## Comments of previous delegates

*"I would recommend the course to anyone" (Oil and Gas Senior Environmental Executive)*

*"Excellent course!"*

*"The site audit was invaluable"*

*"Very worthwhile and enjoyable"*

*"Now I know what's wrong with our audit programme!"*

*"Learnt Loads!"*

## Benefits of the Course

The benefits to delegates of successfully completing this course will be:

- The ability to plan and implement an effective environmental audit programme
- The skills to plan, prepare, conduct and report on an environmental audit
- A greater understanding of environmental management systems and compliance requirements
- Fulfilling the training requirements required to register as an environmental auditor with IEMA and thereby gain a recognised qualification
- Career development.

Organisations will benefit from their staff attending this course by:

- Improvements in environmental performance and compliance identified through effective audits
- Increased assurance that environmental policy commitments are being implemented and maintained
- Demonstrable competence of auditors
- Potentially reduced certification costs due to a more effective internal audit process.



**Environmental Audit  
Sustainable Development  
Life Cycle Thinking  
ISO 14001 ♦ ISO 19011 ♦ ISO 17021  
EMAS  
UK Legal Requirements**

### Course Content

The course content is as follows:

- Introduction to environmental auditing
- Sustainable development, climate change and the auditor
- Life Cycle Thinking
- Interpreting ISO 14001 and EMAS from the auditor perspective
- EMS Documentation including documentation review
- Identification of significant environmental aspects and impacts
- UK legal requirements with special reference
- Evaluation of compliance
- Auditing each clause of ISO 14001
- Auditing policy commitments
- First, second and third party auditing
- ISO 19011: Guidelines for quality and/or environmental management systems auditing
- ISO 17021: Certification Body requirements
- EMAS Verification and Validation
- Auditing skills, techniques and competences
- Audit process and documentation.

The course consists of a blend of interactive lectures, discussions, group exercises and audit workshops.

The course concludes with an exam.



### IEMA Auditor Registration

IEMA Auditor Registration is the foremost internationally recognised environmental auditor qualification. Our auditor course incorporates all the requirements of the IEMA 5-day Advanced EMS Auditor Course and covers all the training requirements for IEMA Auditor Registration.

Delegates who successfully complete an IEMA approved Advanced EMS Auditor course and pass the end of course exam can apply for IEMA Associate Environmental Auditor registration<sup>i</sup>. Associate Auditors can then progress to become Registered Auditors and then Principal Auditors. Further information on IEMA Registration is available at [www.iema.org](http://www.iema.org). Completion of the course is also a recognised auditor competence for ISO 14001 internal auditing.

Delegates attending the course should have a basic knowledge of ISO 14001 but this can be acquired through pre-course reading of the standard. In addition, delegates must be prepared to demonstrate commitment to the course by full attendance at the course and through participation.

### Sustainable Growth Company Ltd

SGC provides a wide range of audit, verification, consultancy and training services. We specialise in environmental management, corporate social responsibility, ethical trading and supply chain management. Our clients include B&Q who we have worked with on CSR issues for many years. We are also contracted by Lloyds Register Quality Assurance to provide audit and verification services. We have been delivering IEMA Accredited Courses since 1999. SGC is accredited by the Carbon Trust.

### Ted Rosser

The course tutor is Ted Rosser. Ted has many years of experience in environmental management and auditing and has presented IEMA accredited Environmental Auditor courses for over 10 years. He also specialises in the field of Corporate Social Responsibility, Ethical Trading and Sustainable Development and is a long-term adviser to the B&Q plc CSR team.

He is an IEMA Principal Environmental Auditor (one of the first registered), an EMAS Lead Verifier, an EU Emissions Trading Scheme (EU ETS) Lead Verifier, a Carbon Trust Standard Accredited Assessor, and a 'Zenger Miller' trained trainer.



### Adele Wiseman

Adele has recently been appointed as Technical Director for SGC. Previous to that Adele has worked as an environmental manager at Kirklees Council for the last ten years and was responsible for implementing EMAS and ISO 14001 across all council services. Prior to this Adele implemented ISO 14001 at Northumberland County Council.

Adele established the EMS Network in 2003 which now consists of over 400 organisations. The network is sponsored by DEFRA and has received Green Apple Awards in both 2008 and 2009 at the Houses of Parliament.

Adele has been given recognition for her work by receiving awards for the best EMAS System in the UK in 2008 and best in UK and Europe in 2009 for Kirklees Council's EMS.

### General Course Information

The course runs from 08:30 to 18:00 each day. There is a two-hour exam at the end of the course. Attendance and participation in the complete course, including the exam, is required to pass the course.

Delegates attending the course should familiarise themselves with ISO 14001 prior to attending the course. Pre-course reading will be provided for this purpose. Delegates will need to bring a copy of ISO 14001:2004 and ISO 19011:2002 for reference during the course.

### Contact Details:

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<sup>i</sup> See the Institute of Environmental Management and Assessment website [www.iema.net](http://www.iema.net) for further information.

<sup>ii</sup> Registration is awarded on the basis of an individual's training record, academic background, membership of professional bodies and work experience.