



TEKTRONIX CHINA ISO-14001 EMS OVERVIEW FOR CONTRACTORS

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Version 1



Tektronix®

**TEK-CHINA
ISO-14001
环境管理体系概述 (承包方)**

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ISO-14001 EMS OVERVIEW TRAINING

Contents

What is ISO-14001 ? What is an EMS?

EMS Basic Elements:

- **General Requirements**
- **Environmental Policy**
- **Environmental Aspects, Objectives and Targets**
- **Significant Aspects CY06**
- **CY06 Aspects and Targets**
- **Competence, Training and Awareness**

If You Have Questions.

ISO-14001 EMS 概述培训

内容

什么是ISO-14001？什么是EMS？

EMS 基本要素：

- 总要求
- 环境方针
- 环境因素，目标和指标
- 2006年重要因素
- 2006年因素和指标
- 能力、培训和意识

如果有问题的话

ISO-14001 EMS OVERVIEW TRAINING

What is ISO 14001? What is an EMS?

ISO-14001 is an international standard for Environmental Management Systems to which 3rd party certification is available.

An Environmental Management System (EMS) is a structure or framework within which an organization can provide an ordered and consistent approach for improving environmental performance by managing all of a business' "activities, products, or services that can interact with the environment", in other words, its **environmental Aspects**.

Accordingly, the **EMS has business wide applications** including; manufacturing, facilities operation and maintenance, product design, service and repair, and supply chain management, among others.

ISO-14001 EMS 概述培训

什么是ISO-14001？什么是EMS？

ISO-14001 是关于环境管理体系的一个国际标准，可供第三方认证使用。

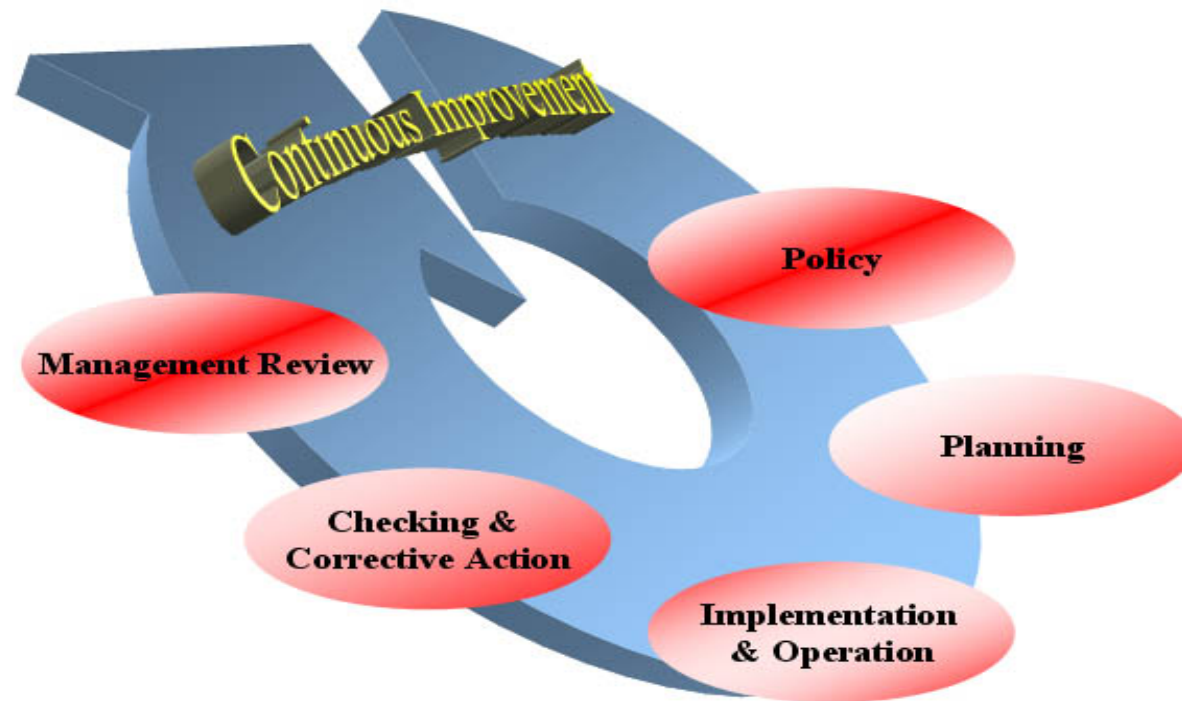
环境管理体系 (EMS) 是一个结构或框架，在此结构或框架下组织能提供一个有序协调的方法，通过管理组织所有的“**活动、产品或服务中能与环境发生相互作用的要素**”，换言之也就是它的**环境因素**，来提高环境绩效。

所以说，EMS具有广泛的商业应用范围，包括：制造业，设备的操作和维护，产品设计，服务和修理和供应链管理等等。

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EMS Basic Elements: General Requirements

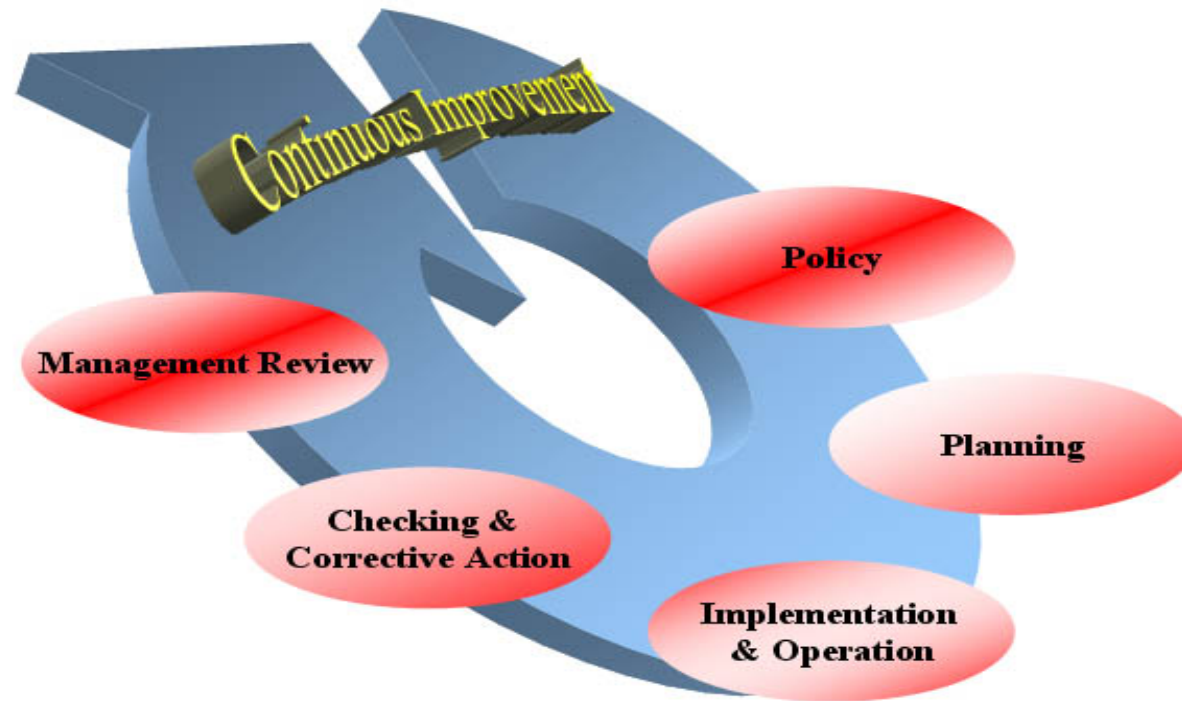
- ▶ **Scope**
- ▶ **Policy** (Global)
- ▶ **Planning** (Aspects > Env Programs)
- ▶ **Implementation & Operation**
(Training, Communication, Documentation)
- ▶ **Checking & Corrective Action**
(Audit, Corrective Action)
- ▶ **Management Review**



ISO-14001 EMS 概述培训

EMS 基本要素：总要求

- ▶ 范围
- ▶ 方针 (全球)
- ▶ 策划 (因素 > 环境项目)
- ▶ 实施和运作
(培训、沟通和文件)
- ▶ 检查和纠正措施
(审核、纠正措施)
- ▶ 管理评审



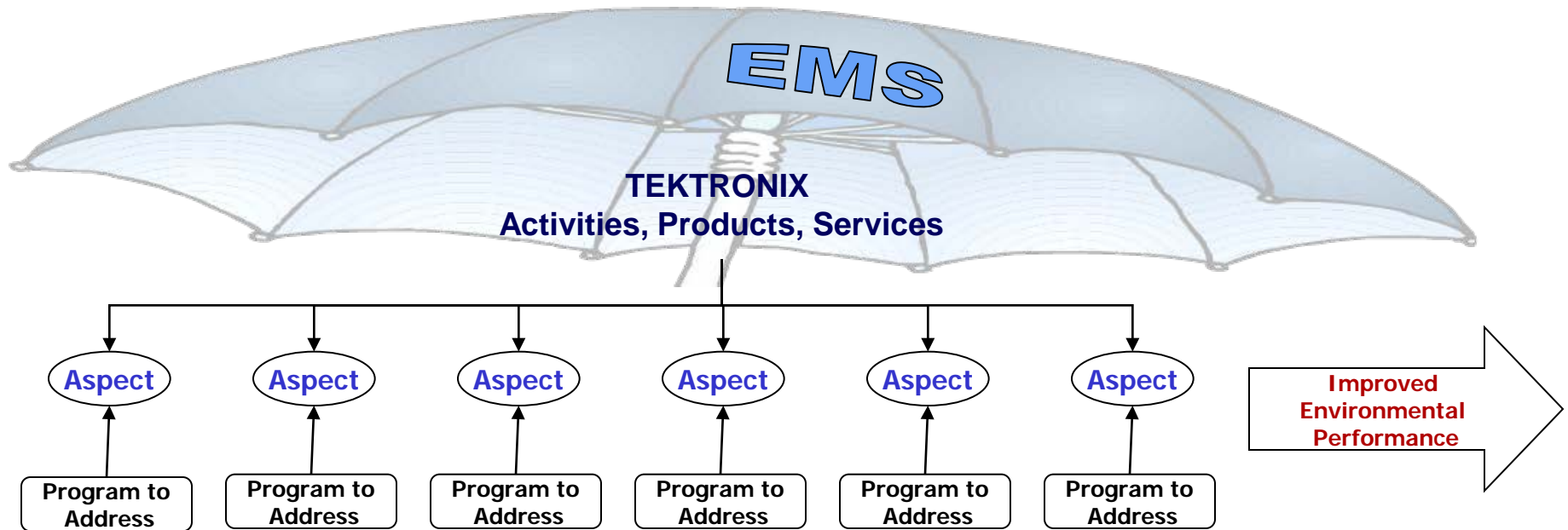
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EMS Basic Elements: Environmental Policy

Environmental Policy:

A policy statement establishes a base and sets corporate goals from which decisions are made within an organization. ISO 14001 requires the formal establishment of a policy related to environmental issues.

Tektronix China has implemented a Policy for this purpose.



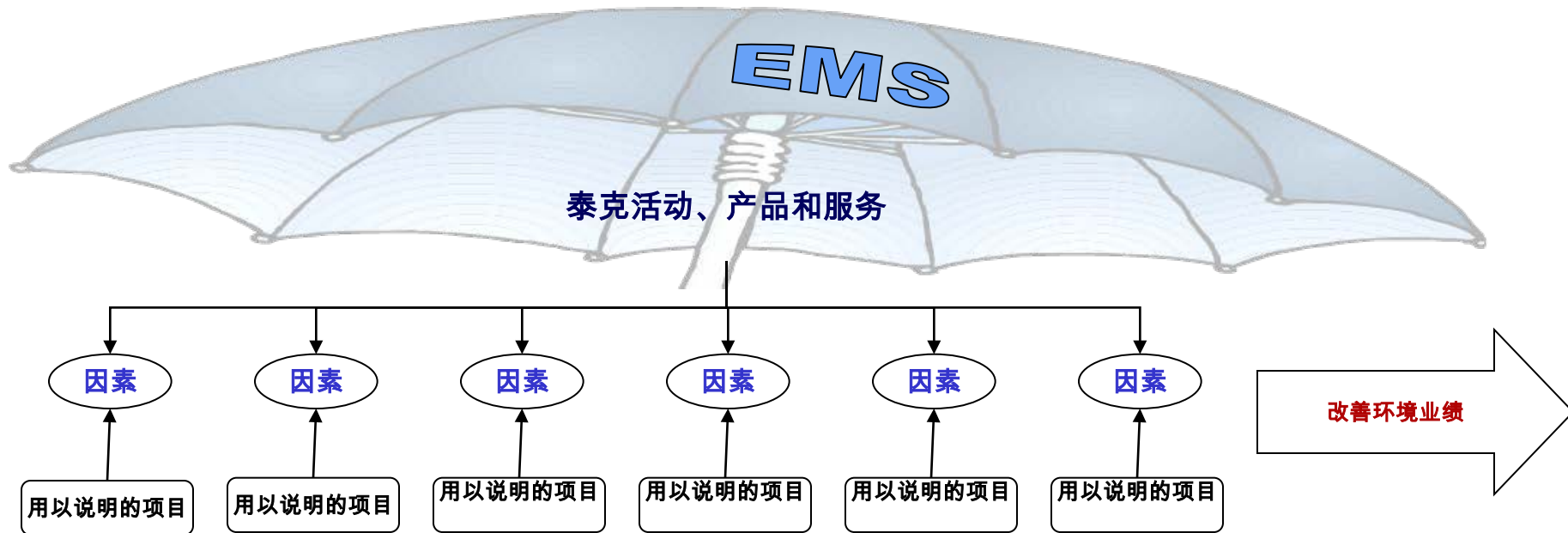
ISO-14001 EMS 概述培训

EMS 基本要素：环境方针

环境方针：

方针申明建立一个基础和设立一个共同的目标，组织内部由此作出各种决定。IOS14001要求建立一个涉及环境问题的正式方针。

Tek-China为此已开始执行一个方针。





Our Environmental Policy

It is the policy of Tektronix...

- /// To protect and maintain the environment, and promote and protect the health and safety of its employees, customers, and members of our local communities worldwide.
- /// To integrate environmental, health and safety programs and practices to address the applicable laws in the countries where we operate.
- /// To commit to continuous improvement.
- /// To use development and manufacturing processes that minimize waste, prevent pollution, and minimize health and safety risks.
- /// To achieve these goals by empowering people, ensuring compliance, and validating environmental, health and safety accountability through performance management.

ISO-14001 EMS 概述培训

EMS 基本要素：环境方针



泰克公司环境方针

泰克公司的方针是...

- /// 保护和保持环境，促进和保护员工、顾客和当地社团成员的健康和安全。
- /// 整合环境、健康和安全管理项目，在组织内部进行运用以遵守所在国家的法律。
- /// 承诺不断改进。
- /// 使用开发和制造过程，改善环境，减少废物、防止污染，降低健康和安全管理风险。
- /// 通过业绩管理坚持激励员工、确保符合、使环境、健康和安全管理责任生效的关键战略来实现这些目标。

ISO-14001 EMS OVERVIEW TRAINING

EMS Basic Elements: Environmental Aspects, Objectives and Targets

The ISO-14001 EMS manages environmental performance through a hierarchal method of identifying, assessing, and establishing Environmental Aspects, Objectives and Targets.

Aspect/Impact Analysis



This process involves a detailed analysis of how the different aspects of Tektronix' business impact the environment and to what extent. Once this analysis is complete the significant aspects are identified based on rankings of the most severe impacts.

From these Significant Aspects specific objectives are created. Objectives reflect the areas of improvement in relation to the significant aspects. Measurable targets are set to achieve those objectives.

Environmental programs are then created to define how objectives and targets are to be achieved.

ISO-14001 EMS 概述培训

EMS 基本要素：环境因素、目标和指标

ISO-14001 EMS通过定级的方法识别、评估和建立 环境因素、目标和指标管理环境绩效。

因素/影响分析



这个过程详细分析了泰克公司内各种不同的因素如何影响环境以及其它。一旦这个分析完成了，就可以基于这些影响的严重程度来确定重要环境因素。

根据这些重要环境因素就可以确定详细的目标，目标反映出与这些重要因素有关的改进区域，为达到这些目标应设立可测量的指标。

这时就可以确定环境项目来规定如何实现这些目标和指标。

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Significant Aspects CY06

CY06 (China)
Utility Consumption
Hazardous Waste
Solid Waste
Fuel Storage
Chemical Usage/ Pesticides

CY06 (Global)
Utility Consumption
Hazardous Waste
Solid Waste

ISO-14001 EMS 概述培训

2006年重要因素

2006年 (中国)
资源消耗
危险废物
固体废物
燃料存储
化学品使用/杀虫剂

2006年 (全球)
资源消耗
危险废物
固体废物

ISO-14001 EMS OVERVIEW TRAINING

CY06 Tek China Aspects & Targets

CY06 Aspects:

**Utilities
Consumption**

Year over year decreasing trend in usage/generation rates, and cost on per square foot basis.

Solid Waste

Establish a base line of solid waste generation and disposal data and identify reduction opportunities through recycling efforts.

Hazardous Waste

Establish a baseline of hazardous waste generation and disposal data and identify reduction opportunities through recycling efforts.

Fuel Storage

Implement engineering and procedural improvements to tank filling process to reduce the potential for fuel spill

**Chemical
Usage/Pesticides**

Implement program for centralized purchasing and storage of pesticides for employee use.

ISO-14001 EMS 概述培训

CY06 Tek China 因素和指标

2006年 因素:

资源消费

用量/产量之比逐年递减, 以每平方英尺为基础计算成本。 .

固体废物

建立固体废物产生和处理数据的一个基线, 通过再循环使用来识别下降机会。

危险废物

建立有毒有害废物产生和处理数据的一个基线, 通过再循环使用来识别下降机会。

燃料存储

对储罐装卸过程实施工程和程序的改进, 来减少燃料溢出的可能。

化学品使用/杀虫剂

员工使用杀虫剂, 实施集中采购和存储程序

ISO-14001 EMS OVERVIEW TRAINING

EMS Basic Elements: Competence, Training & Awareness

The Tektronix EMS requires that **any person** performing work or services at the Tektronix China facility who has the potential to cause a significant environmental impact **shall be aware of the requirements and importance of the Tektronix EMS and are competent to perform the job assigned.**

ISO-14001 EMS 概述培训

EMS 基本要素：能力、培训和意识

泰克EMS要求每个在Tek-China工作或服务的，并有可能造成重要环境影响的员工必须知道泰克EMS的要求和重要性，并有能力完成指定的工作。

ISO-14001 EMS OVERVIEW TRAINING

EMS Basic Elements: Competence, Training & Awareness

Why it is important to follow the environmental policy and procedures?

- **Helps Tektronix achieve its commitment to protect and maintain the environment**
- **Assists Tektronix in its goal of continuous improvement in environmental performance**
- **Contributes to Tektronix growth and profitability**
- **Ensures compliance with laws and regulations**



ISO-14001 EMS 概述培训

EMS 基本要素：能力、培训和意识

为什么遵循环境方针和程序是非常重要的？

- 帮助泰克实现其承诺，以保护和保持环境
- 协助泰克达到环境业绩方面持续改进的目的。
- 为泰克的增长和利益努力
- 确保符合法律法规



ISO-14001 EMS OVERVIEW TRAINING

EMS Basic Elements: Competence, Training & Awareness

What are the potential impacts and consequences of departure from environmental policy and procedures?

- **Water pollution**
- **Air pollution**
- **Generation of solid waste**
- **Resource consumption – electricity, gas, water, etc.**
- **Fines due to non-compliance**
- **Reduced productivity and profitability**



ISO-14001 EMS 概述培训

EMS 基本要素：能力、培训和意识

什么是偏离环境方针和程序的潜在影响和后果？

- 水污染
- 空气污染
- 固体废物的产生
- 资源消耗 – 电、燃气、水等
- 因为不符合产生的罚款
- 不断下降的生产力和利益率



ISO-14001 EMS OVERVIEW TRAINING

EMS Basic Elements: Competence, Training & Awareness

Who is responsible?

The **roles and responsibilities** for compliance with environmental rules and regulations and Tektronix environmental policy and procedures **lies with the individual employees, temps and contractors**. All employees, temps and contractors are expected and required to actively participate in achieving environmental compliance and performance measures.

- Recognize you do have environmental impacts!
- Understand the Environmental Policy and your role and responsibility in achieving the objectives of the Policy through the EMS.
- Use the Environmental Policy in making decisions.
- Execute your duties within the requirements of the EMS and with the best interest of Tektronix and its business objectives in mind.
- Contribute to continuous improvement activities.
- Initiate Corrective Actions where required.



ISO-14001 EMS 概述培训

EMS 基本要素：能力、培训和意识

谁负责？

每个员工、临时工和承包方都有任务和职责来符合环境法律法规和泰克环境方针和程序。期望和要求所有员工、临时工和承包方能积极参与实现环境符合性和业绩测量中来。

- 意识到你真的能影响环境!
- 理解环境方针和环境管理体系，知道自己在实现EMS方针的目标中的角色和职责。
- 在决策时应用环境方针。
- 维护泰克公司的最大利益，时刻记得公司的商业目标，在EMS要求内完成自己的职责。
- 为持续改进作出贡献。
- 必要时提出纠正措施。



ISO-14001 EMS OVERVIEW TRAINING

EMS Basic Elements: Competence, Training & Awareness

Summary of **EMS training responsibilities** for employees who perform work and/or services on Tektronix' premises :

- Ensure that employees are advised of and will comply with all laws, rules and regulations, particularly those regarding environmental, health and safety, and conformance with Tektronix' EMS.
- Present this EMS Overview to each applicable employee
- Provide training as necessary to ensure employees are competent to perform the job assigned
- Conduct EMS training and review periodically for new or additional employees as applicable.



ISO-14001 EMS 概述培训

EMS 基本要素：能力、培训和意识

对在泰克工作或服务的员工的EMS培训职责的汇兑：

- 确保员工遵守法律、规章和法规，尤其是那些与环境、健康和安全的，符合泰克EMS有关的方面。
- 向每个合适的的员工介绍EMS概述。
- 必要时提供培训确保员工能胜任指定的工作。
- 适当时为新员工或临时工定期进行EMS培训和评审。



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If You Have Questions

Contact your Tektronix representative for assistance. The following resources are available:

Emergency – Medical, Spill: 86-21-38960866

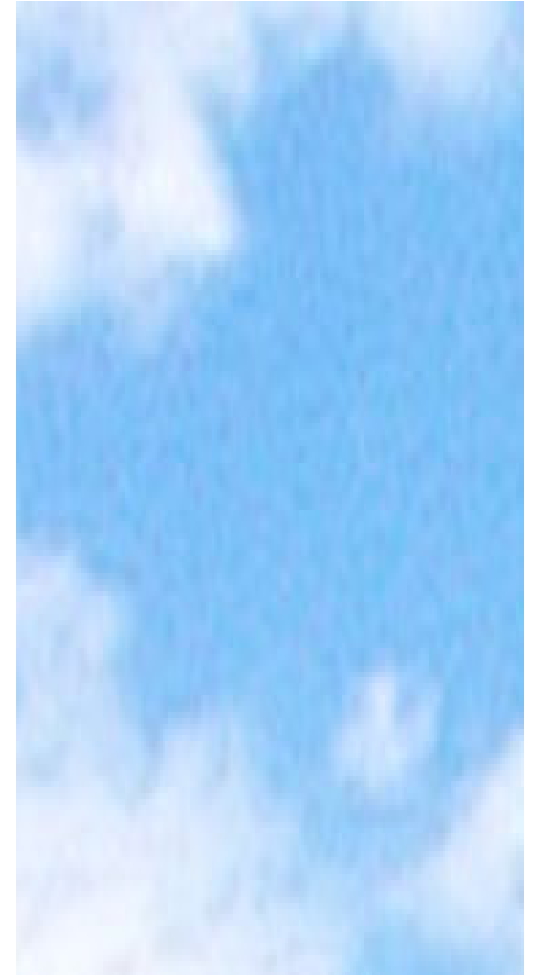
- Security
- First Aid
- Spill & Emergency Response

Environmental: 86-21-38960893

- EMS Management
- Regulatory Compliance & Reporting
- Hazardous Waste Management & Disposal

Health & Safety: 86-21-38960866

- Regulatory Compliance & Reporting
- MSDS Management
- Indoor Air quality



ISO-14001 EMS 概述培训

如果有问题的话

与泰克代表联系以得到帮助。下面是适用的资源：

紧急事件：

86-21-38960866

- 安全
- 急救
- 泄漏和紧急事件响应

环境：

86-21-38960893

- EMS管理
- 法律法规符合性和报告
- 危险废物管理和处置

健康和安全的：

86-21-38960866

- 法律法规符合性和报告
- MSDS管理
- 室内空气质量

