

ISO 14001:2015 - Product & Process Audit Checklist



Free Metal Production Ltd.

C-45, Metal House - II, GK Ind. Area,
Opp. Local Super market, NY, USA

Date of Audit : 16/04/2011

Audit As per :
ISO 14001:2015

Shift : I

Auditor Name : Mahesh Pal

Auditee : K.P. Dorbin

Stage : Production

Department : Pro/ Unit - 3
Process Name : R.M to Sharp.

Part Name : SS 314 L / Boiler Tubes
Part Number : SS/65/2

Process Flow Chart No. : FC/9
Control Plan : 126

Work Instruction No. : PRO/2/13

SR.NO	CHECK POINTS	OBSERVATION	N	NC	IM	REMARKS
1	Is the Environmental Policy documented, communicated, and understood by employees?					
2	Are environmental objectives and targets established and monitored?					
3	Are significant environmental aspects of the process identified and documented?					
4	Are compliance obligations (legal, regulatory, customer-specific) identified and updated?					
5	Is an Environmental Management Program in place to achieve objectives?					
6	Is there evidence of risk assessment for environmental impacts of processes?					
7	Are procedures for controlling emissions (air, water, noise) implemented?					
8	Is energy usage monitored and controlled for efficiency?					
9	Is water usage monitored, controlled, and reduced where possible?					
10	Are waste reduction, segregation, and recycling practices followed?					
11	Are hazardous wastes identified, labeled, stored, and disposed as per regulations?					
12	Is proper spill control and containment available at the workplace?					
13	Are chemicals and lubricants stored safely to prevent environmental impact?					
14	Are records maintained for waste disposal and emissions monitoring?					
15	Are emergency preparedness and response procedures established?					
16	Are employees trained in environmental awareness and emergency handling?					
17	Are environmental monitoring and measurement carried out as planned?					
18	Are periodic evaluations of compliance with legal and regulatory requirements performed?					
19	Are operational controls implemented for significant environmental aspects?					
20	Are environmental performance indicators reviewed during management review?					
21	Is top management committed and demonstrating leadership in EMS?					
22	Are suppliers/vendors evaluated for environmental compliance?					
23	Are contractors/subcontractors made aware of environmental requirements?					
24	Is documentation updated and controlled as per EMS requirements?					
25	Are obsolete documents removed from points of use?					
26	Are incidents and non-conformities recorded and corrective actions implemented?					
27	Are opportunities for continual improvement identified and acted upon?					
28	Are communication methods established for internal and external EMS issues?					
29	Are monitoring equipment (e.g., emission testers, meters) calibrated and maintained?					
30	Is noise level within permissible limits in the workplace?					
31	Are local community/environmental impacts reviewed and addressed?					
32	Are transportation and logistics managed to minimize environmental impacts?					
33	Are energy-efficient technologies and renewable sources promoted?					
34	Are product lifecycle/environmental impacts considered during design & development?					
35	Is end-of-life product disposal/recycling considered in planning?					
36	Is environmental performance compared against previous years for improvement?					
37	Are records retained as evidence of EMS implementation and compliance?					
38	Is internal EMS audit conducted as per plan and records maintained?					

Legends: C : Conformance NC : Non Conformance IM : Implement Suggestion

Sign. Of Auditor :

Sign. Of Auditee :