

Environmental Regulations and Other Requirements

1.0 Purpose/Scope

This procedure defines the mechanism for identifying and maintaining current legal and other requirements and regulations applicable to the *Facility/Plant Name*, and for maintaining access to up-to-date editions of those requirements.

2.0 Activities Affected

Environmental Coordinator

3.0 Forms Used

None

4.0 References

- 4.1 EP-010 Environmental Communication
- 4.2 Governmental/commercially available publications
- 4.3 Other requirements to which *Facility/Plant Name* subscribes (e.g., Ford requirements)
- 4.4 ISO 14001:1996, Element 4.3.2.

5.0 Definitions

None

6.0 Exclusions

None

7.0 Procedure

- 7.1 The Environmental Coordinator shall maintain up-to-date listings of applicable environmental legal and other requirements through the maintenance, access and review of the relevant references listed in Section 4.0 above at least annually.
- 7.2 The Environmental Coordinator may undertake additional activities as appropriate to ensure that all applicable legal and other requirements are available.
- 7.3 Access to, or copies of, all applicable legal and other requirements shall be readily available.
- 7.4 The Environmental Coordinator shall communicate legal and other requirements to all applicable areas and departments, consistent with EP-010.

8.0 General Rules

None

9.0 Records

Records shall be retained consistent with EP-013.

Record of Revisions

Revision Date	Description	Sections Affected