

# ENVIRONMENTAL MANAGEMENT SYSTEM

ISO14001:2015

Transition  
Q&A



Accredited Certification International Limited

## Highlights of several crucial dates on Transition:

- ⊕ The issue date of ISO14001:2015:  
15 September 2015
- ⊕ The transition period:  
15 September 2015 –  
14 September 2018 (3 years)
- ⊕ The expiry date of ISO14001:2004  
Certificates:  
15 September 2018
- ⊕ ACI deadline for accepting  
ISO14001:2004 Certification  
application: 14 September 2017



## Highlights of ACI services to facilitate the Transition:

- ✓ Preliminary Gap Analysis
- ✓ Gap Assessment: A professional review of clients' EMS against ISO14001:2015 requirements
- ✓ Professional Customer Services team ready for answering enquiries from the clients regarding the transition
- ✓ (TE1) ISO14001:2015  
Introduction & Conversion Training
- ✓ (TE2) ISO14001:2015 Effective  
Application Training:
- ✓ (TE3) ISO14001:2015  
Implementation Training
- ✓ (TE4) ISO14001:2015  
Internal Auditor Training



# General

## Q1 When is the ISO14001:2015 issued?

ISO14001:2015 was issued on 15 September 2015.

## Q2 What are the major differences between

### ISO14001:2015 and ISO14001:2004?

- The adoption of the high level structure
- An explicit requirement for risk-based thinking to support and improve the understanding and application of the process approach
- Context of the organization must be understood:
  - Increasing awareness of its relationship with the environment
  - Increased emphasis on interested parties
- Greater integration with strategic direction and business processes
- EMS Planning enhanced
  - risks associated with threads and opportunities
  - preventive action replaced risk
- Demonstrable EMS leadership from Top Management
- Processes more explicit
- Life cycle perspective
- Common term: "Documented information"

## Q3 What are the core concepts of ISO14001:2015?

- Process Approach
- Plan-Do-Check-Act Cycle
- Risk-based thinking

## Q4 We have got ISO14001:2004 Certificate already. What is the impact of the new standard on us?

According to the resolution of International Accreditation Forum (IAF), there is a 3 year transition period from the issue date of ISO14001:2015 for all the existing ISO14001:2004 Certificates to transit to ISO14001:2015 Certificates.

Therefore, all ISO14001:2004 Certificates will be expired on 15 September 2018 (i.e. the ISO14001:2004 Certificates will have lost validity since 15 September 2018).

## Q5 We are going to implement a environmental management system (EMS) for certification. What should we do?

There are two options:

- i) You can directly implement the EMS in accordance with ISO14001:2015 and apply for the certification of ISO14001:2015;
- ii) Alternatively, if you have already begun to set up the EMS based on ISO14001:2004, you can go ahead to obtain the ISO14001:2004 certificate first and later do the transition to ISO14001:2015 on or before the deadline abovementioned.

## Q6 Is there any deadline for the application for ISO14001:2004 Certification?

ACI welcomes ISO14001:2004 Certification application made during the Transition Period provided that such application should not be made after 14 September 2017, i.e. after the first two years of the 3-year Transition Period.

The reason for setting this deadline is to ensure sufficient time for the certified clients to prepare the transition after being certified for ISO14001:2004.

## Q7 When should we do the transition?

During the Transition Period, the ISO14001:2004 certified clients can choose to transit at any time provided that the deadline of successful transition is 14 September 2018. The clients can decide their schedule for transition.

However, it is highly recommended for the clients to complete the transition as early as possible

- i) to avoid the transition peak;
- ii) to leave enough time for the submission of plans of correction and corrective actions and the arrangement of any follow up visits if there were non-conformities (NCs) raised in the Transition Audit(s).

( \* Remark : ACI's deadline for Transition Audit(s) is 14th July 2018. )

## Q8 How should we start for the transition?

- i) Review ISO14001:2015;
- ii) Implement the EMS in accordance with the ISO14001:2015;
- iii) Plan the transition;
- iv) Discuss with ACI the plan and reserve the date(s) for Transition Audit(s).

## Q9 What is the transition process?

For ACI, all ISO 14001:2004 certified clients seeking ISO14001:2015 transition shall undergo a Transition Audit(s).

Normally, there are two types of Transition Audit: one-off audit or staged audit.

i) For One-Off Transition Audit, the audit will be a one time audit in which the fulfillment of the clients' EMS against all the ISO14001:2015 requirements will be evaluated within the same audit. It can be carried out together with the normal scheduled audits such as Surveillance Visit (SV) or Renewal Audit or a single independent audit.

ii) For staged type, the evaluation of the fulfillment of the clients' EMS against the ISO14001:2015 requirements will be conducted in several planned audits provided that the accumulative results of these audits can prove the full fulfillment of the client's EMS with ISO14001:2015.

Each audit of Transition Audits in such case can be carried out together with the normal scheduled audits such as Surveillance Visit (SV) or Renewal Audit or a single independent audit.

### Point to note:

For the staged type, during each audit of the Transition Audits, as the EMS is not or has not been evaluated to be fully complied with ISO14001:2015, the normal audit for ISO14001:2004 will be still carried out. Please make sure to maintain effectively the EMS of ISO14001:2004 before the completion and success of the transition.



### **Q10** How should we choose between one-off type and staged type Transition Audit(s)?

The choice for one-off type or staged type Transition Audit(s) may have impact in terms of clients' internal manpower arrangement or business plan. Clients are advised to have a comprehensive consideration before making decision and discuss with ACI if necessary.

### **Q11** How does ACI begin the transition for the clients?

Since 1<sup>st</sup> February 2016, ACI auditors will conduct a Preliminary Gap Analysis for every ACI certified client of ISO14001:2004 Free of Charge in the occasions of the normal scheduled audit such as Surveillance Visits (SVs) and Renewal Audit (REAs). The purpose of this Gap Analysis is for ACI

- ◆ to know the clients' preliminary plan of transition;
- ◆ to have a general picture on the readiness of the clients' management system for the transition;
- ◆ to discuss any issues of the transition, if any or necessary, which may be more preferable to be discussed in clients' certified sites.

### **Q12** What does ACI do to assist certified clients for the transition?

Besides, the abovementioned Preliminary Gap Analysis, in order to get our clients more familiar with the ISO14001:2015 requirements and facilitate our clients' preparation for the transition, ACI with pleasure provides the following services:

- ✓ ISO14001:2015 awareness training to provide a generic introduction of the ISO14001:2015 requirements;
- ✓ ISO14001:2015 Implementation Training;
- ✓ ISO14001:2015 Internal Audit Training;
- ✓ Upon request, ACI auditors can come to the client's office to perform a comprehensive Gap Assessment by going through every requirement of the ISO14001:2015 with the client in order to check whether the client's existing EMS fulfill the requirements and if not, what the discrepancies are;
- ✓ Professional customer support to answer enquiries on the transition including the quotation for the Transition Audit(s) and reservation of dates for Transition Audit(s).

**For reference only**  
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