

### Overview

This standard describes the skill and knowledge requirements for those who are involved in developing an environmental policy. An environmental policy is a written statement summarising the organisation's intentions with regard to environmental performance.

This standard would be appropriate for:

- A manager with responsibility for environmental management and/or sustainability
- An owner/manager of a business seeking to improve the environmental performance of the organisation
- An individual with a specific brief to develop an environmental policy
- An environmental management systems co-ordinator or equivalent
- A consultant providing environmental advice.

This standard covers the review and evaluation of organisational commitments and the content of any existing environmental policies in relation to the organisation's environmental impacts with the intention of recommending improvements.

It also covers producing an environmental policy and communicating it to interested parties including top management.

### Performance criteria

#### You must be able to:

- P1 Review and evaluate organisational commitments and any existing environmental policies
- P2 Identify any existing environmental policies and organisational commitments of relevance to the organisation's significant environmental aspects and impacts
- P3 Evaluate any environmental policies and organisational commitments of relevance to the organisation's significant environmental aspects and impacts
- P4 Recognise relevant interested parties and seek their views on the content of an environmental policy
- P5 Identify improvements to organisational commitments and any existing environmental policies with respect to environmental performance
- P6 Ensure your findings are valid, recorded in a suitable format and based on recognised guidelines, applicable legislation and good practice.
- P7 Produce and communicate an environmental policy
- P8 Prepare a policy and ensure that it is based on the organisation's significant environmental aspects and impacts, applicable legislation, good practice and is consistent with other organisational commitments
- P9 Ensure that the policy includes a commitment to continual improvement in environmental performance
- P10 Ensure that the policy provides a framework for environmental objectives
- P11 Ensure the policy is clear and appropriate to the nature and scale of the organisation and is in a suitable format for interested parties including top management
- P12 Communicate the policy to interested parties including top management
- P13 Encourage feedback from interested parties on the content of the policy.

Knowledge and understanding

You need to know and understand:

- K1 The purpose of the environmental policy
- K2 Guidelines and good practice relating to the content of an environmental policy
- K3 How to recognise areas where an existing environmental policy can be improved
- K4 The importance of continual improvement with respect to environmental performance
- K5 The significant environmental impacts of the organisation
- K6 The requirements of environmental legislation of relevance to the organisation
- K7 The existing organisational commitments of relevance to the environmental impacts and the content of any existing environmental policies
- K8 The systems in place, if any, for evaluating an environmental policy
- K9 Methods available for evaluating an environmental policy
- K10 How to engage interested parties in the evaluation process
- K11 Good practice in environmental management.

O29NEM1

Develop an environmental policy



---

Developed by Lantra

---

Version number 3.0

---

Date Approved Dec 2009

---

Indicative review date Dec 2014

---

Validity Current

---

Status Original

---

Originating organisation Lantra

---

Original URN LANEM1

---

Relevant occupations Environmental Management Officer; Director of Gardens; Director of Parks and Open Spaces; Horticulture Production Manager; Garden Centre Manager; Arboriculture and Forestry; Coppicing

---

Suite Environmental Awareness and Management; Environmental Conservation; Horticulture; Treework

---

Keywords environmental management; environmental policy

---