



# **Environmental Management System (EMS) according to ISO 14001**

## **DOC 19 Briefing Document for Employees**

**ENEMALTA CORPORATION**



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## **What is an EMS?**

An EMS is an **Environmental Management System** – a ‘way of doing things’ at Enemalta that leads to a reduction in the environmental impact which the operations may have. It focuses on the causes of our environmental impacts and seeks to put in place effective ways of managing those causes so that those impacts are reduced or avoided and thus improve the environmental performance of the Corporation.

The most commonly used framework for an EMS is the one developed by the International Organization for Standardization (ISO) for the **ISO 14001 Standard**. Established in 1996, this framework is the official international standard for an EMS, and this is the framework chosen by Enemalta for its EMS.

The ISO 14001 certificate was obtained on the 3<sup>rd</sup> August 2011, and is valid for 3 years for the following sections:

- Marsa Power Station
- Delimara Power Station
- Distribution

Every year, external auditors carry out inspections of these three sections to reconfirm the certificate. After the 3<sup>rd</sup> year, a recertification is required in order to obtain the certificate once again.

## **List of Important Documents for Enemalta EMS**

The following are the most important documents on which the Corporation’s EMS is based. One must be aware of the existence and content of these documents which can be accessed through the **Enemalta Intranet Portal** at location:

[Documents/Environmental Management System \(EMS\)](#)

- Standard Operating Procedures (SOPs) and Forms (grouped per section)
- Environmental Policy
- EMS Organisation Chart
- Management Procedures (8 in all)
- EMS Manual
- Waste Management guide
- Emergency Plan
- Safety Data Sheets (SDSs)

## **MANAGEMENT PROCEDURES (8)**

1. Internal Audit
2. Suppliers and Contractors
3. Environmental Data Monitoring and Surveillance
4. Nonconformance, Corrective and Preventive Actions
5. Procedure for Environmental Aspects Evaluation
6. Training, Competence and Awareness
7. Legal Requirements Procedure
8. Document Control Procedure

## **Standard Operating Procedures (SOPs)**

The most important EMS documents for employees directly involved in the Generation and Distribution activities are the Standard Operating Procedures (SOPs) which can all be found in the Enemalta Intranet Portal. Each employee must **know** and **follow** the EMS SOPs related to their jobs and activities. Most of the SOPs require **data recording** using **templates**, which must be correctly filled in and stored. Other SOPs also require **reports** at specified frequencies.

The SOPs are classified by their respective section. A list of all SOPs per section is shown below.

## **SOPs for MPS**

SOP MPS 3 - Pits inspection

SOP MPS 4 - Tank area bund wall inspection

SOP MPS 5 - Interceptor Inspection and Cleaning

SOP MPS 7 - SF<sub>6</sub> Maintenance

SOP MPS 8 - SF<sub>6</sub> Operation

SOP MPS 12 - Chemical Procurement, Storage and Handling Procedure

SOP MPS 14 – Maintenance of Air Conditioning Units

SOP MPS 15 – Fuel Line testing

SOP MPS 22 – Waste Management Procedure

SOP MPS 32 – Fuel Discharge

SOP MPS 35 – Greenhouse Gas Emissions

SOP MPS 36 – CEMS

SOP MPS 39 – Waste Water Monitoring

## **SOPs for DPS**

SOP DPS 9 - Interceptor Cleaning

SOP DPS 10 - Interceptor Inspection

SOP DPS 11 - SF<sub>6</sub> Maintenance

SOP DPS 16 - SF<sub>6</sub> Operation

SOP DPS 17 - Tank Area Bund Wall

SOP DPS 18 - Transformer bund and reservoir inspection, cleaning and maintenance

SOP DPS 23 - Chemical Procurement, Storage and Handling Procedure

SOP DPS 24 - Discharge of Treated Waste Water from Boiler Wash down Neutralising pit

SOP DPS 27 - Pits Inspection and Maintenance

SOP DPS 28 – Fuel Transfer Lines Management and Inspections

SOP DPS 29 - Waste Management Procedure

SOP DPS 30 - Interceptor Maintenance

SOP DPS 31 - Maintenance of AC units

SOP DPS 33 – Fuel Discharge

SOP DPS 34 - Greenhouse Gas Emissions

SOP DPS 37 – CEMS

SOP DPS 38 – Diesel Plant Abatement Equipment

SOP DPS 40 - Waste Water Monitoring

### **SOPs for Distribution**

SOP DIST 19 – Oil Leaks from Distribution Transformers

SOP DIST 20 – Operation, Inspection and Monitoring of SF<sub>6</sub> Insulated Switchgear

SOP DIST 21 – Inspection and Monitoring of Oil Filled Cables

SOP DIST 25 - Waste Management Procedure

SOP DIST 26 - Chemical Procurement, Storage and Handling Procedure

## **Environmental Policy**

Enemalta Corporation's responsibility is to generate and distribute electricity to its customers in a safe and efficient manner whilst safeguarding the environment.

We acknowledge that our operations inevitably impact the environment. We are committed to assess, prevent and reduce, wherever possible, these impacts and to continuously improve our performance.

In order to do this, we commit to put in practice the following principles:

- Meet, monitor and conform to all applicable environmental legislation, regulations and permits and where appropriate, exceed the requirements:
  - by continuing to control and reduce pollution; and
  - by establishing clear, measurable environmental targets
- Continue to reduce the total energy consumed and reduce distribution losses
- Seek to reduce consumption of materials in all operations, reuse and promote recycling
- Minimise the likelihood of environmental accidents through the use of risk assessments
- Develop emergency response plans to minimise the impact of accidents
- Educate and train our staff to act in an environmentally responsible manner
- Promote the adoption of good environmental management practices by our contractors and suppliers through a sustainable procurement policy
- Protect our employees, customers and neighbours from unacceptable risks
- Continue to support groups through our Corporate Social Responsibility Charter to help protect the environment and strive to develop a positive and constructive relationship with local communities
- Conduct and communicate internal environmental reviews to measure our performance and ensure that we meet our policy goals as well as compliance requirements

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