Reference	22100
Date	30th October 2014

QMS International plc
Audit Report

Organisation Name	**Layton Technologies Limited**				
Audit Type	Pre-Presentation	Start Time	1:45 pm	Finish Time	2:55 pm
Standard	Certificate Number		Certificate Date		Renewal Date
ISO 14001 : 2004	GB 22789		30th October 2014		29th October 2024
Management Representative	Mrs Julie Dale		Auditor		Mr Stephen Carter

Notes for Client	

Recommendation

Pass	Pass subject to rectification	Probationary Pass	Suspension	Cancellation
✓				

Auditor's Name	Mr Stephen Carter
Auditor's Signature	
Client's Name	Mrs Julie Dale
Client's Signature	

Please remember that free telephone advice on any aspect of your Management System is available from QMS Head Office
Tel: (01603) 630345

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Findings

	Reference	Evidence Audited	Findings	Result
1.	4.3.1.1	Environmental Impacts	An Environmental Impacts/Aspects List is now in place and has been populated with the business related items currently identified as viewed electronically during this audit. Environmental Risk Assessments for the aspects identified were also sampled during this audit as electronic copies.	Pass
2.	4.3.2.1	Legal and Regulatory Schedule	This was sampled electronically in evidence and has clearly been commenced with references to Internet website links where applicable.	Pass
3.	4.3.3.1	Environmental Objectives and Targets	These are included within the Environmental Risk Assessments as sampled electronically in evidence during this audit.	Pass
4.	4.3.3.2	Environmental Programme	These are included within the Environmental Risk Assessments as sampled electronically in evidence during this audit. A RAG status spreadsheet Programme is also in place as viewed electronically in evidence during this audit that identifies the overall targets and achievements.	Pass
5.	4.4.2.1 4.4.2.2	Environmental Training Records	By conversation, it is planned to commence environmental training following this presentation as aspects of the Environmental Manual will be referenced. Records of this training will be included by methods identified within the Organisation's existing ISO 9001 certification.	Pass
6.	4.4.7.1	Environmental Emergencies	By conversation, fire is deemed the only emergency for environmental purposes and this will be identified within the first Management Review minutes following this presentation. A Fire risk assessment is also being reviewed to confirm that it is current and relevant.	Pass

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	Reference	Evidence Audited	Findings	Result
7.	4.4.7.2	Environmental Emergency Test Procedures	As fire is the only currently identified form of emergency, existing health and safety procedures and requirements, e.g. fire drills, provide test evidence.	Pass
8.	4.5.1.1	Environmental Performance Monitoring and Recording	This is carried out as defined within the relevant monitoring requirements in the individual Environmental Risk Assessments. Records will be kept on the Environmental Programme spreadsheet and within the minutes of future Environmental Management Reviews.	Pass
9.	4.5.2.1 4.5.2.2	Legal and Regulatory Schedule Updates	The Government Environmental website is now e-mail subscribed for legal environmental updates as discussed during this audit.	Pass
10.	4.5.3.1	Environmental Non-Conformance Records	A blank master template is now in place for use, but as discussed during this audit, there has not currently been a circumstance requiring its use.	Pass

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Non-conformance Report / Summary

	Details	Grade
1.		☐ Major ☐ Minor
2.		☐ Major ☐ Minor
3.		☐ Major ☐ Minor
4.		☐ Major ☐ Minor
5.		☐ Major ☐ Minor
6.		☐ Major ☐ Minor
7.		☐ Major ☐ Minor

Further Actions Required by Client	