



Chemicals Management in textile and leather industry

REVIEW, INSPECTION, AUDITING

Review, inspection and auditing process



In this session

- ZDHC CMS references
- Possible ways of performance monitoring
- Establishing auditing mechanism
- Management review
- Reporting performance

Requirements as per ZDHC

ZDHC CMS references

CMS 4.1 Monitor and measurements

- Process for monitoring goal progress (e.g. milestones, implementation of action plans)
- Progress in meeting regulatory and other requirements
- Organising internal inspections and recording results

CMS 4.2 Internal auditing

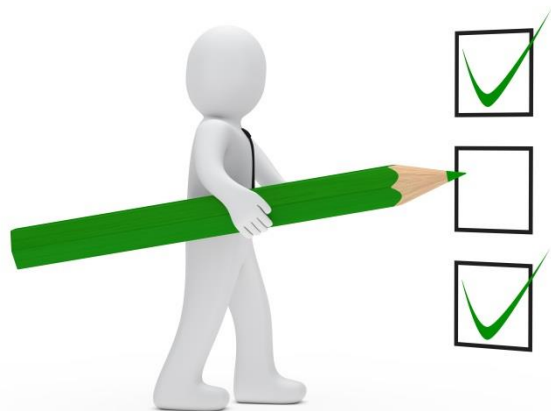
- ZDHC or other audit checklist
- Audit protocol as per HiGG 3.0

CMS 4.3 External auditing

- ZDHC or other audit checklist
- Audit protocol as per HiGG 3.0

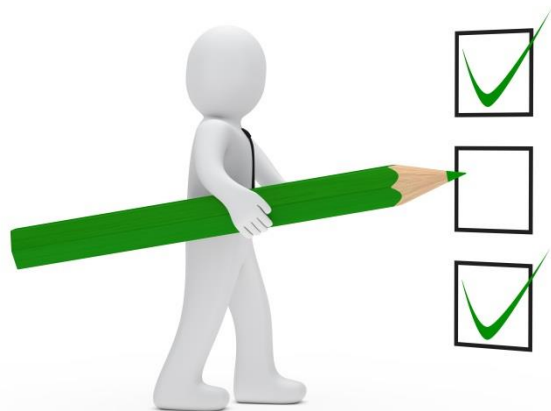


ZDHC CMS audit questions - examples



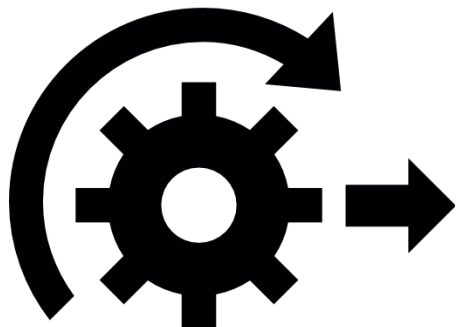
- Has the organisation documented and implemented procedures to re-evaluate chemicals after a defined period of storage to determine their suitability for use? (CRS 1.1.15)
- Does the facility have targets in place to reduce or eliminate the use of hazardous chemicals in the facility? (CAG 3.2.1)

ZDHC CMS audit questions- examples



- Does the facility set and review, at least annually, formal targets to reduce the amount of hazardous substances used? (CAG 3.2.2)
- Does the facility have a process to monitor and review its business registration and regulatory permits? (CRR 1.2.1)

Monitoring and reviewing progress and performance



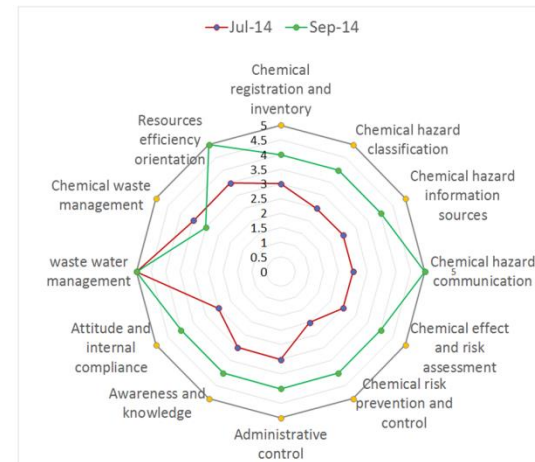
Examples of tools

- Quick check tool
- Maturity Matrix
- Eco map
- ZDHC - Chemical management assessment questionnaire
- Audit protocol as per HiGG 3.0
- Checklist tools
- ...

Monitoring and reviewing progress and performance - Using quick check tool

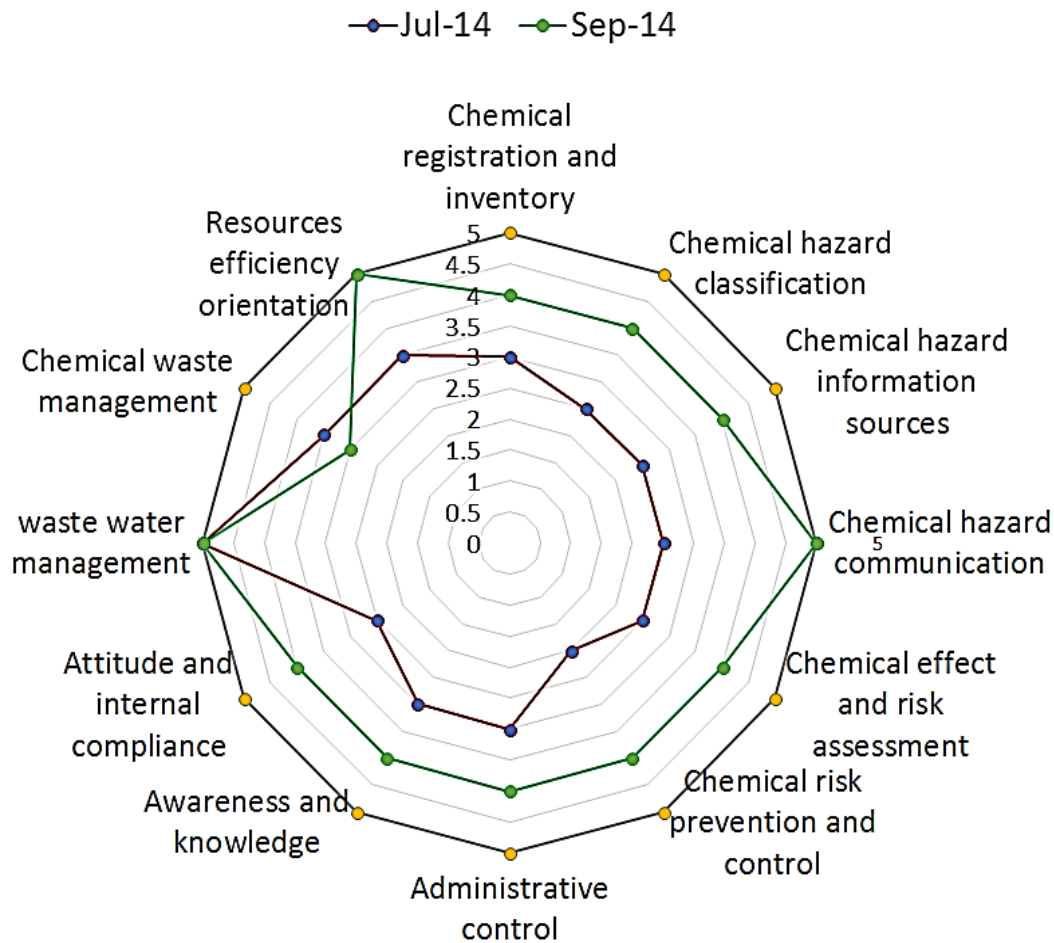
Review where you stand

- Quick check tool is useful to carry out a brief self-check and quickly assess where a facility might stand with regard to chemical management.
- The indicators of the quick-check describe what successful chemical management implies.



		Score				
Sl No.	Chemical management indicators	5	4	3	2	1
		Fully applies	Applies to a large extent	Partly applies	Applies to a very limited extent	Does not yet apply
1	All chemicals used in your company are recorded in an up-to-date inventory					
2	The hazard properties of all chemical (waste) have been identified and documented.					
3	Up-to-date safety data sheet are available for all (hazardous) chemicals and substances.					
4	All chemical and chemical waste containers are labelled					
					

Monitoring and reviewing progress and performance - Using quick check tool



Review your Chemical Management - Maturity Matrix

Update and review the changes in your chemical management maturity matrix

- Maturity Matrix is another useful tool to carry out a brief self-check and quickly assess where a facility might stand with regard to chemical management.
- The indicators of the Maturity Matrix describe what successful chemical management implies.

	Date	Status	Total score	
Baseline	February ----	●	10	28
Progress report		●	--	28
End of intervention	September ----	●	21	28
Verified by			Date	-----

	0	1	2	3	4
	Getting started	Transitional	Progressing	Maturing	Excellent
1. Chemical inventorying				●	●
2. Competence/skill development		●			●
3. Hazard identification & assessment		●		●	
4. Process efficiency management		●	●		
5. Chemical hazard communication		●		●	
6. Chemical risk management		●	●		
7. Chemical waste management.			●	●	

Review your Chemical Management - Maturity Matrix

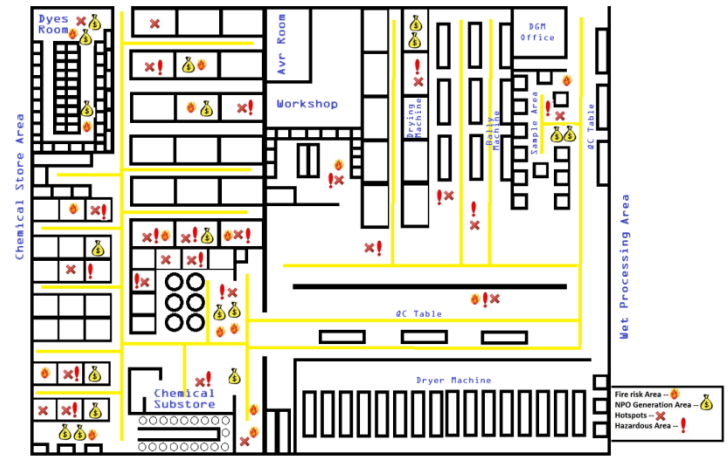


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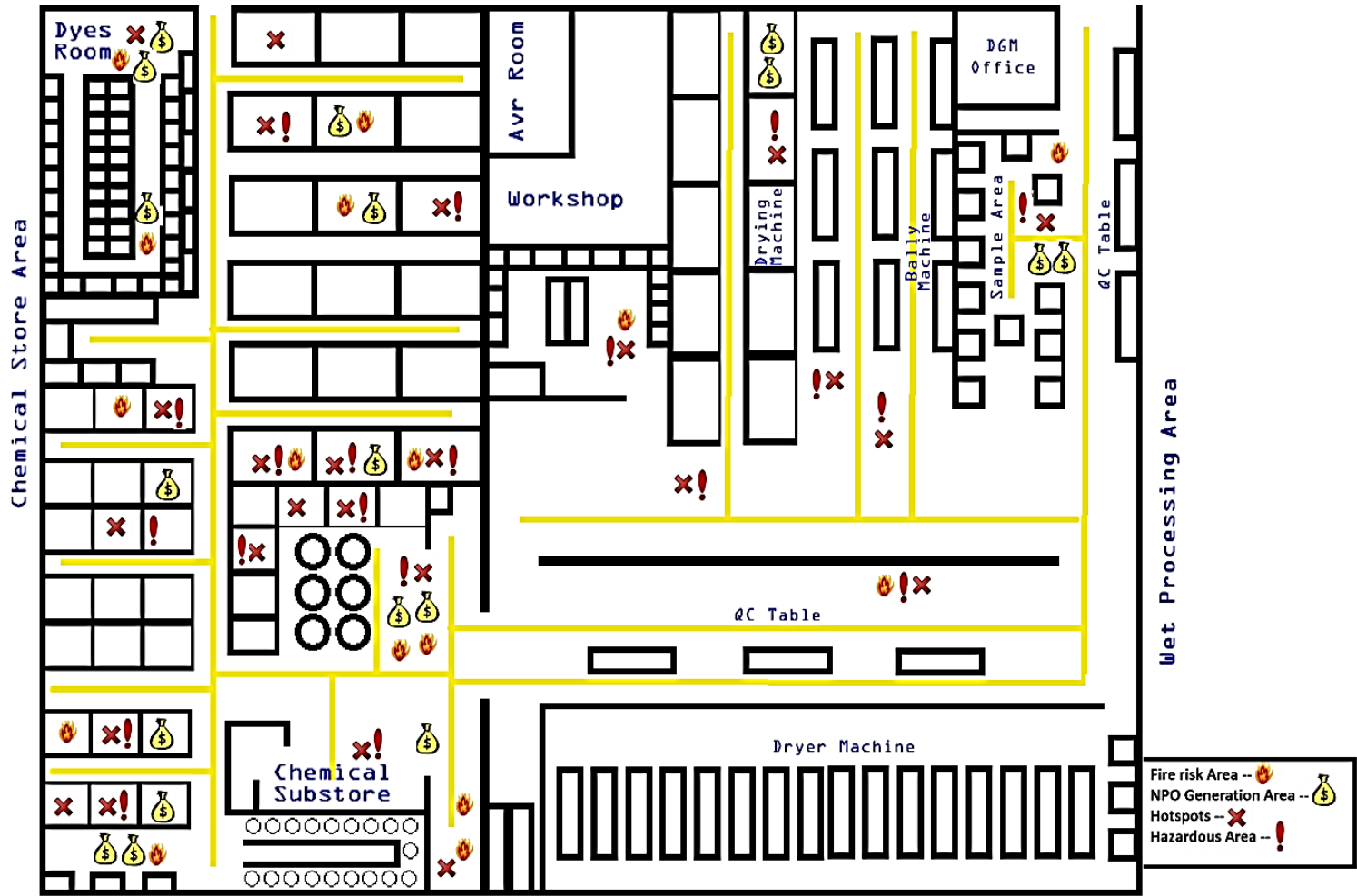
	0	1	2	3	4
	<i>Getting started</i>	<i>Transitional</i>	<i>Progressing</i>	<i>Maturing</i>	<i>Excellent</i>
1. Chemical inventorying				●	●
2. Competence/skill development		●			●
3. Hazard identification & assessment		●		●	
4. Process efficiency management		●	●		
5. Chemical hazard communication		●		●	
6. Chemical risk management		●	●		
7. Chemical waste management.			●	●	

Review and update your Eco-maps

- Eco-maps help to systematically record critical areas including fire risk, NPO generation, Hazardous, and hot spot in an easily understandable way.
- It can be possible to use as management information tools and evaluation progress of CMS towards goal



Review and update your Eco-maps



Audit your chemical management

For your internal/external audit programme to be effective...

- develop audit procedures and protocols;
- determine an appropriate audit frequency;
- select and train your auditors; and,
- maintain audit records.

Recommended elements of your audit procedure

- audit planning
- audit scope (areas and activities covered)
- audit frequency
- audit methods
- key responsibilities
- reporting mechanisms
- recordkeeping



Audit your chemical management



Issues to check

- CMS audit program developed? How to be accomplished?
- Who needs to be involved in audit process?
- Possible links with other audit programmes (for example, our quality, EMS or health & safety management system audits)?
- Appropriate audit frequency decided?
- CMS auditors selected ? Required qualifications?
- Training needed for CMS auditors?
- Documentation of audits?
- Ways of communication of audit results (e.g. top management)?

Audit your chemical management

Audit protocols under ZDHC

- Higg Index Facilities Environmental Module (FEM)

<http://apparelcoalition.org/the-higg-index/> covering

- Environmental Management systems
- Energy use and greenhouse gas emissions
- Water use
- Wastewater/effluent
- Emissions to Air (if applicable)
- Waste management
- Chemical use and management



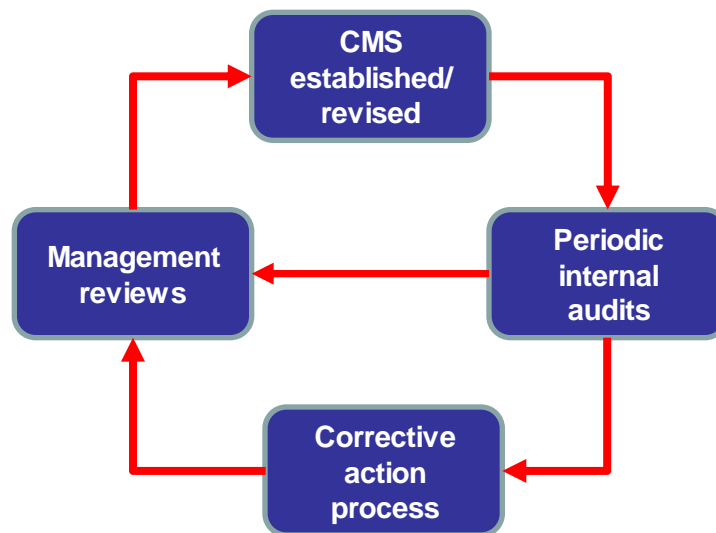
Conduct management review



Key question of management review

“Is the chemical management system working?” (i.e., is it suitable, adequate and effective, given our needs?)

Linking CMS audits, corrective action and management reviews



Conduct management review



Example of agenda points for a management review

- Follow-up actions from previous management reviews
- Chemical management performance of the company
- Extent to which objectives and targets have been met
- Results of internal/external audits
- Results of evaluation of compliance with legal and other requirements Status of corrective and preventive action
- Communication from external parties, including complaints, praise,....
- Changing circumstances, including developments in legal and other requirements (e.g. changes in MRS_L, RSL,...)
- Other recommendations for improvement
- Proposed changes to the chemical management system
- Chemical management policy
- Risk assessment or other procedures
- Objectives, targets and programs/plans
- Other elements

Report performance and progress

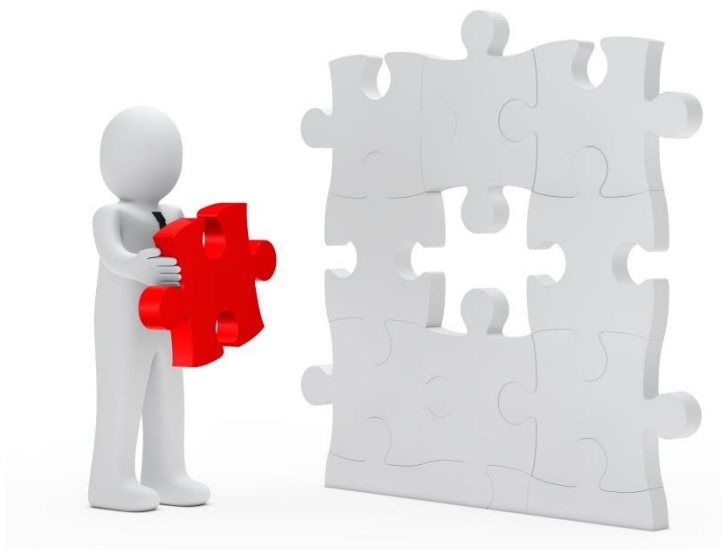
Possible elements of company performance report:

- A statement of commitment from the CEO or equivalent;
- A review of the nature of the business;
- An explanation of how the company determined what CM issues are needed to manage and an explanation of the issues;
- An explanation of how stakeholders were involved;
- A description of company's CM goals, objectives and targets;
- Information on how has the company performed against the goals, objectives and targets;
- A statement on future plans for CM improvement;
- A statement of future goals, objectives and targets;
- A statement on any standards or guidelines used for reporting;
- An independent assurance statement.



Source: UNEP RP

Strive for continuous improvement



- All pieces in place?
- Next steps?