ENVIRONMENTAL MAINSTREAMING DIRECTIVE

EXPLANATORY NOTES ON ENVIRONMENTAL MAINSTREAMING

With the lofty goal to develop an industrial society and those involved in development projects that have an intrinsic culture of **pride in environmental excellence (EE)**, the Department of Environment (DOE) has embarked on a program entitled "**Guided Self-Regulation**" **(GSR).**To assist the regulated community (RC) to achieve the state of self-regulation, the DOE has formulated a set of **environmental mainstreaming (EM)** tools to be implemented in the organizations and industrial premises. The Environmental Mainstreaming Tools (**EM tools)** include:

- Environmental policy (EP)
- Environmental budgeting (EB)
- Environmental monitoring committee (EMC)
- Environmental facility (EF)
- Environmental competency (EC)
- Environmental reporting and communication (ERC)
- Environmental transparency (ET)

The EM tools are briefly explained in the following sections.

1. Environmental policy (EP)

The environmental policy (EP) of successful organizations uses **strong and unequivocal statements** to convey their environmental commitment to their employees, clients, stakeholders and the public. The EP is disseminated to all relevant parties and translated into action in the organization's work procedures, materials purchasing policy, business decision making process and cascades down to the **supply chain**.

2. Environmental budgeting (EB)

Sufficient budget must be set aside solely for the purpose of taking measures to comply with the **environmental regulatory requirement** sand other **environmental-related efforts**. At the design stage, budget must be available for the design and installation of

the pollution control facilities, while at the operational stage, budget must be allocated for proper operation and maintenance of pollution control systems and management of waste generated by the industry or project development. The environmental budget also includes the cost for setting up of laboratory facilities, provision of personnel, and purchase of performance monitoring equipment.

3. Environmental monitoring committee (EMC)

The success of an organization to comply with the environmental requirements is contingent upon the relevant personnel in different departments in the organization playing their role in an effective manner. To promote **collective responsibility** to be environmentally compliant, two monitoring committees are set up: one at the working level, the other at the policy level. At the working level, the committee known as the **environmental performance monitoring committee (EPMC)** is chaired by a senior official of the organization and it meets on a monthly basis, or at a minimum, once in a quarter. At the policy level, the committee is known as the **environmental regulatory compliance monitoring committee (ERCMC),** which meets at a minimum, once a year. The chief executive officer or chairman of the organization chairs the ERCMC.

4. Environmental facility (EF)

The primary components of the environmental facilities (EFs) include industrial effluent treatment system, air pollution control system, best management practices, and associated support facilities such as laboratory, performance monitoring equipment, on-line instrumentation system, and waste management infrastructure. The above form an integral part of the company's overall **infrastructural planning**, which cannot be compromised.

5. Environmental competency (EC)

The relevant personnel involved in discharging various environmental responsibilities within an organization need to possess the required competencies. The personnel include those who have been assigned the task to perform **DOE-regulated functions**: to manage waste and supervise the operation of best management practices, air pollution control and effluent treatment systems. The organizations must draw up a comprehensive **training program** to produce **competent persons** and trained **support staff** to ensure full compliance with the DOE requirements in the regulated activities.

6. Environmental reporting and communication (ERC)

A formal **communication channel** must be established for reporting environmental concerns and system upsets which warrant prompt actions to be instituted. **Internal reporting** can be initiated to report on a regular basis the regulatory compliance status of the organization to the **chief executive officer (CEO)** and various heads of the department within the organization. Updates of new environmental requirements and their implications can be disseminated to the relevant company personnel. ERC requires **systematic analysis** of PM data, which must be summarized in appropriate format for easy understanding and communication and maintained for management review purposes.

7. Environmental transparency (ET)

To foster rapport with the immediate neighbors, promote green image, and improve public confidence, companies are encouraged to be more transparent in their **environmental compliance** and **achievement**. **Compliance status** can be displayed on company website (WB) or billboard (BB) located at the boundary or entrance to the company's premise, or communicated to the immediate neighbors through issuance of fliers on a scheduled basis. An **environmental sustainability report**(ESR) can be prepared for the company to showcase its success in managing the environmental concerns of the company and minimizing the **environmental footprint** of its business. The corporate image of the organization is markedly enhanced through environmental transparency.

8. Conclusion: Environmental mainstreaming leads to environmental excellence

Rigorous implementation of the above EM tools by the regulated sectors will result in creating organizations and businesses, which are successful and at the same time take pride in their achievement of **environmental excellence (EE)**. EE is exhibited in the intrinsic values of being **environment conscious** (where environmental agendais factored into the industry's **management and decision making process)**, achievement of sustained environmental **regulatory compliance**, high degree of **environmental transparency and accountability**, and strong commitment to **continuous environmental improvement**. Highly successful organizations are also exemplary in their environmental compliance and achievements, which go **beyond regulatory requirements**.

ENVIRONMENTAL MAINSTREAMING TOOLS COMPLIANCE REPORT
(EMT COMPLIANCE REPORT)

NOTE ON SUBMISSION REQUIREMENT:
The EMT Compliance Report must be submitted to the DOE, at a latest thirty days before the company/organization commences operation.

Name of company/organization:

Address:

DOE's reference file:

Name of EMT Compliance Report preparer:

Designation:

Date:

Signature:

ENVIRONMENTAL MAINSTREAMING TOOLS COMPLIANCE TABLE

EMT		**Date of implementation**	**Self-assessment of strength of EMT**	**Comments (if any)**
EP				
EB				
EMC	EPMC			
	ERCMC			
	BMPs			
	IETS			
	APCS			
	SWMI			

EF	LABF			
	PMI			
	Others			
EC	CSEC			
	CePIETSO			
	CePSWAM			
	CePSO			
	CeBFO			
	Others			
ERC	CC			
	DA			
	IR			
	Others			
ET	ESR			
	WS			
	BB			
	FL			

Explanatory notes for filling out the above Table;

EP= Environmental Policy

Give the date the EP was formulated and the review date, if EP review was made. If EP is newly formulated, give the date of its formulation. Make your own assessment of the strength of the message of environmental commitment in your EP by assigning your own rating (1: Poor; 2: Fair; 3: Average; 4: Good; 5: Excellent).Submit your current EP as evidence.

EB = Environmental Budgeting

Give the date your organization started or will start allocating budget specifically for environmental purposes. Make your own assessment of the adequacy of the EB for implementing measures to comply with environmental requirements of the EQA and its regulations or approval conditions by assigning your own rating (1: Poor; 2: Fair; 3:

Average; 4: Good; 5: Excellent). Provide a statement stating the amount of EP for the previous year as evidence.

EMC = Environmental Monitoring Committee

Give the dates the EPMC and ERCMC were set up or will be set up in your organization. Make your own assessment of the strength of the representativeness of the members of the committeesby assigning your own rating (1: Poor; 2: Fair; 3: Average; 4: Good; 5: Excellent). Submit the organization charts of the EPMC and ERCMC as evidence.

EF = Environmental Facility

IETS = Industrial effluent treatment system; APCS = Air pollution control system; BMP= Best management practices; SWMI= Scheduled waste management infrastructure. LABF = Laboratory facilities; PMI= Performance monitoring instruments.

Give the dates the EF components were installed or will be installed in your organization. Make your own assessment of the adequacy of the EFs installation and their effectiveness in complying with the regulatory standards and requirements or approval conditions by assigning your own rating (1: Poor; 2: Fair; 3: Average; 4: Good; 5: Excellent). Provide information only on EF components which are relevant to your organization.

EC = Environmental Competency

CSEC = Certified sediment and erosion control; CePIETSO: Certified environmental professional in IETS operation; CePSO = Certified environmental professional in scrubber operation; CeBFO = Certified environmental professional in bag filter operation; CePSWAM = Certified environmental professional in scheduled waste management.

Give the dates the organization's personnel were certified or will be attending the certification course(s). Make your own assessment of the adequacy of the number of personnel required by your organization to comply with the regulatory requirements or approval conditions by assigning your own rating (1: Poor; 2: Fair; 3: Average; 4: Good; 5: Excellent). Provide the names of Competent Persons in your organization or submit your training plan to get your staff certified as evidence. Provide information only on EC requirements which are relevant to your organization.

Environmental reporting and communication (ERC)

CC = Communication channel; DA = Data analysis; IR = Internal reporting.

Give the dates your organization started to implement or will start to implement the ERC components (CC, DA, and IR). Make your own assessment of the adequacy of the ERC components and their effectiveness in ensuring environmental concerns are immediately reported to the responsible persons in your organization for appropriate actions by assigning your own rating (1: Poor; 2: Fair; 3: Average; 4: Good; 5: Excellent). Submit CC flow chart as evidence.

Environmental transparency (ET)

ESR = Environmental sustainability report; WS = Web site; BB = Billboard;

FL = Fliers.

Your organization may want to implement this EMT immediately or you may want to study the best option to implement ET in your own situation and implement it at a later date. If possible, give the dates your organization is planning to start implementing the ET components (ESR, WS, BB, flier issuance, or others). Make your own assessment of the implementation status of the implementation of ET components in your organization by assigning your own rating (1: Poor; 2: Fair; 3: Average; 4: Good; 5: Excellent). Submit CC flow chart as evidence.

The EMT doc plus EMT compliance reporting table can be made part of EIA approval conditions (for EIA cases) and sent out to the industries as soon as IETS or APCS notification is received.

You can add other certification requirements in the table (EC) row for EIA purposes.

THIS DIRECTIVE IS EFFECTIVE IMMEDIATELY

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PUTRAJAYA
1 JUNE 2017