

GAP ANALYSIS REPORT

Gap analysis is a process of finding the gap, that is, the determination of the difference between the current status of the management system/procedures at your company and the requirements of ISO 14001 standard. The process allows the identification of gaps so as to formulate actions required to achieve a structured EMS in accordance with ISO 14001 standard.

The findings of the gap analysis are summarised as follows:

<i>ISO 14001:2004</i> Clause	Conformity Assessment	Remarks	Follow-up Action
4.2 Environmental Policy	○ ○ ○ ○ ○		
4.3.1 Environmental Aspects	○ ○ ○ ○ ○		
4.3.2 Legal and Other Requirements	○ ○ ○ ○ ○		
4.3.3 Objectives, Targets and Programme(s)	○ ○ ○ ○ ○		
4.4.1 Resources Roles, Responsibility and Authority	○ ○ ○ ○ ○		
4.4.2 Competence, Training and Awareness	○ ○ ○ ○ ○		
4.4.3 Communication	○ ○ ○ ○ ○		
4.4.4 Documentation	○ ○ ○ ○ ○		
4.4.5 Control of Documents	○ ○ ○ ○ ○		
4.4.6 Operational Control	○ ○ ○ ○ ○		
4.4.7 Emergency Preparedness and Response	○ ○ ○ ○ ○		
4.5.1 Monitoring and Measurement	○ ○ ○ ○ ○		
4.5.2 Evaluation of Compliance	○ ○ ○ ○ ○		
4.5.3 Nonconformity, Corrective Action and Preventive Action	○ ○ ○ ○ ○		
4.5.4 Control of Records	○ ○ ○ ○ ○		
4.5.5 Internal Audit	○ ○ ○ ○ ○		
4.6 Management Review	○ ○ ○ ○ ○		

* If all five circles are shaded, then the *ISO 14001:2004* clause has been satisfied. If no circles are shaded, then none of the requirements specified by the standard has been fulfilled by the existing management system.