



Fast-Track-14

A SIX-MONTH STRATEGY FOR THE CONSTRUCTION INDUSTRY IMPLEMENTING ISO 14001

PREPARING COMMITTED COMPANIES FOR AUDIT AND CERTIFICATION



FAST-TRACK-14 (FT-14)

PUTTING ISO 14001 INTO PLACE IN SIX MONTHS

Construction industry companies and organisations DO face practical hurdles in implementing the internationally recognised environmental management systems (EMS) standard - ISO 14001.

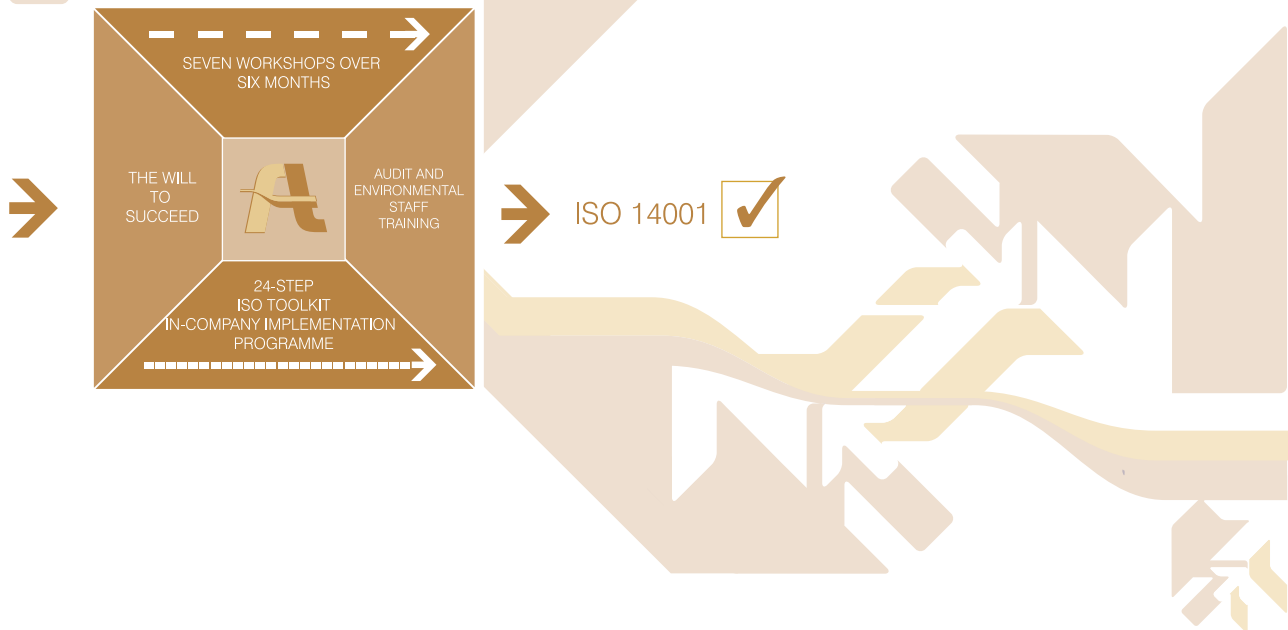
Fast-Track-14 is a low-cost solution for determined organisations delivered over a strictly scheduled, six-month period - with discounted fees available to those ready to move on to external audit and certification.

Each month, managers have the benefit of individual support, expert tuition and case study guidance as they attend seven, peer-group workshops held locally.

In parallel, they take responsibility for applying within their own organisations an interactive, electronic ISO Toolkit. The Toolkit divides ISO 14001 implementation into 24, easily-followed steps and becomes a customised problem-solving guide.

Fast-Track-14 is a unique, fully-engaged approach developed in specific response to sustainable pressure from major UK and European buying organisations for supply chain companies to hold ISO 14001 Certification.

Constructing Excellence believes that companies without certification not only disqualify themselves from important tendering opportunities but also miss out on the business benefits that the ISO 14001 methodology is designed to bring.



Constructing Excellence

Constructing Excellence is responsible to government for improving performance in the construction industry. Promoting the FT-14 programme is part of its remit to achieve a step change in productivity by addressing market inconsistencies and selling the business case for continuous improvement. Constructing Excellence has developed a strategy to deliver the process, product and cultural changes that are needed to drive major productivity improvements in the construction sector through focused programmes in Innovation, Best Practice Knowledge, Productivity and Engagement,

THE WILL TO WIN!

Environmental managers responsible for readying their companies to meet the ISO 14001 standard frequently juggle conflicting priorities. Implementation without guidance is often not straightforward and maintaining the vital support of key colleagues an obstacle.

Fast-Track-14 is an urgent time-based programme which recognises that companies must be fully committed to winning. It introduces healthy stick-and-carrot incentives that maintain momentum, while providing close, personal support.

MOTIVATIONAL APPROACH

Expert support in your own company, plus regular workshops

ISO Toolkit

Fast-Track-14 equips managers with a detailed ISO 14001 implementation plan split into 24 consecutive stages.

The electronic ISO Toolkit opens with a Gap Analyser to benchmark an organisation's current performance against ISO 14001. An interactive implementation guide follows that plots progress and signposts the in-house team's next targets and tasks.

Importantly, the Toolkit offers model templates to create essential ISO 14001 documents at every key stage - removing a major barrier that holds back many managers. One determined company recently used the ISO Toolkit to achieve certification in five weeks.

Monthly workshops held locally

Seven, monthly seminar-workshops are a core part of the Fast-Track-14 programme. Managers are expected to attend regularly for one-to-one expert advice, to discuss specific issues and examine case study details.

Workshops comprise 15 to 20 representatives from similar regional construction companies, or associated organisations, who travel to a convenient local meeting point.

While confidentiality is respected, workshops are an excellent forum for resolving problems, raising morale and maintaining a sense of urgency. Comparing progress with other managers does produce strong synergies.

No attempt is made to disguise that FT-14 workshops introduce a competitive element to ensure that the ISO 14001 implementation process is not derailed within any participating company.

ENVIRONMENTAL STAFF TRAINING

ISO 14001 should not be seen as a single destination but a continual improvement journey involving an entire organisation. Fast-Track-14 includes environmental awareness training for six people, and internal EMS auditing training for two people, from each participating company.

Extended training

The programme is designed to satisfy all fundamental ISO 14001 training requirements. Additional sessions in awareness and auditing benefit from discount rates to allow companies to carry out extended training involving more staff or addressing specific issues.

ISYS International Ltd

Fast-Track-14 is designed and delivered by ISYS International Ltd, which also developed the electronic ISO Toolkit that it distributes worldwide. A management consultancy and training provider - ISYS International specialises in adding stakeholder value for clients in the areas of business strategy, systems and performance. ISYS International recently enabled one committed industrial company to achieve ISO 14001 Certification in five weeks and meet a crucial business deadline. This, and other case studies, are presented as part of the FT-14 regional workshop programme.

LOCATIONS AND COSTS

ISO Toolkits are provided to support implementation within each company. Peer-group workshops are held each month at locations convenient to the participants.

Workshops are arranged in conjunction with regional networks, best practice clubs and professional organisations. The Fast-Track-14 delivery team is pleased to introduce any organisation to local networks and also co-ordinates arrangements for individual companies to become members of suitable peer-groups.

The peer-workshop format means that costs are minimised. Companies pay a single fee of £2,250 to take part in Fast-Track-14. Further assistance can be arranged separately at discounted rates.

In addition, specially discounted costs with external ISO 14001 audit and certification bodies are available to all companies in the programme who wish to apply for formal ISO 14001 Certification following successful completion of FT-14.

ISO 14001 CERTIFICATION - TEN TOP BENEFITS

Following FT-14, successful companies can apply for auditing and certification.

ISO 14001 Certification increasingly pre-qualifies construction companies wanting to tender to public and private sector clients committed to 'green' and sustainable supply chain policies. However, correctly implemented, ISO 14001 is designed to deliver its own intrinsic efficiency gains and business benefits. These include: -

- Proving legal and regulatory compliance
- Demonstrating your environmental commitment to stakeholders
- Identifying and managing present and future environmental risks
- Potentially reducing public liability insurance costs
- Improving access to finance and insurance
- Generating bottom-line benefits from: -
 - Efficient resource use
 - Reduced pollution losses
 - Lower waste handling and disposal costs
- Enhancing your corporate image and reputation for environmental stewardship
- Showing evidence of due diligence
- Gaining a competitive edge in domestic and international trade
- Potential benefits from environmental regulatory authorities

ISO 14001 - THE ENVIRONMENTAL BENCHMARK

ISO 14001 - an internationally recognised environmental management system standard - is voluntary and encourages organisations to be responsible for the effect on the environment of their activities, products and services. In a world increasingly aware of sustainable goals, its common approach aims to enhance environmental protection around the globe. The standard applies to organisations of all shapes and sizes. It does not impose specific environmental performance targets, but instead a general framework to identify and organise tasks essential in sound environmental impact management. These include risk assessment and establishing policy, goals, communications, responsibilities, procedures and records, measuring and monitoring, taking positive ownership of problems and crucial senior management input. ISO 14001 is key to a suite of ISO 14000 documents that provide supporting guidance on environmental auditing, labelling, performance measurement, product life-cycle assessment and associated activities. To qualify for certification, organisations must meet specific requirements laid out in ISO 14001. Fast-Track-14 has been designed specifically to help busy managers and their companies to achieve this efficiently within a six-month timeframe.



REGISTERING YOUR INTEREST IN FAST-TRACK-14

You can book directly to take part in a Fast-Track-14 programme group in your area using this registration form. Or you can simply express an interest and reserve a place.

Alternatively, you can use this form to receive updated detailed information about ISO 14001 implementation during 2005.

We also invite you to join one of our regular FT-14 discussion meetings in each region - again using this form.

However, many companies have particular aims and requirements. The FT-14 implementation team is pleased to discuss individual circumstances in confidence and provide preliminary advice.

To help us in each case, please provide the information requested below, which will be treated confidentially: -

(If you prefer, you can liaise with us online via: www.isys-int.com/ft-14)

Company name

Contact name(s)

Postal address

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	<input type="text"/>

telephone(s)

email(s)

website

What are your organisation's main activities?

Do you have any specific business objectives?

How many employees do you have?

How many office locations?

Is your company certified to ISO 9001?

Does your company have an Environmental Policy?

yes	no
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

low	medium	high
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the level of ISO 14001 awareness at your company?

Why is your company considering ISO 14001?

In which FT-14 region would your company prefer to participate?

FT-14 region	
North East	<input type="checkbox"/>
North West	<input type="checkbox"/>
Yorkshire and Humber	<input type="checkbox"/>
East Midlands	<input type="checkbox"/>
West Midlands	<input type="checkbox"/>
East of England	<input type="checkbox"/>
London	<input type="checkbox"/>
South East	<input type="checkbox"/>
South West	<input type="checkbox"/>
Scotland	<input type="checkbox"/>
Wales	<input type="checkbox"/>
Northern Ireland	<input type="checkbox"/>

Reserve a place

A £125.00 deposit will reserve your company a place at the start of the next available FT-14 group in your region. Places are allocated on a strictly first come first served basis. The full price of participation is £1,450.

Payment: - Return this completed form, enclosing a purchase order + cheque, and you will receive confirmation, a receipt and a welcome pack. Joining instructions will be forwarded in due course.

Please make cheques payable to 'ISYS International Ltd'.
Alternatively, payment may be made by BACS.

Method of payment: [] Cheque [] BACS (Sort Code 60-15-29) (ACC No 40665712)

Please send to: -

FT-14 Operations Centre, ISYS International Ltd, Meridian House, Road One, Winsford, Cheshire CW7 3QG.

For direct enquires, contact: -

ISYS International Ltd
e: ft-14@isys-int.com
t: 0870 777 1130
f: 0870 706 1731

Constructing Excellence
e: ft-14@constructingexcellence.org.uk
t: 0207 592 1100
f: 0207 592 1101

Learn more

Regular meetings are held in each region to provide an opportunity for prospective participants to come together and learn more about FT-14. If you would like details about the next meeting in your region,

please tick this box.

To receive further information about FT-14 and implementing ISO 14001 successfully, including the newsletter and updates about forthcoming FT-14 groups in your chosen region,

please tick this box.

Fast-Track-14 in practice

SEMINAR AND WORKSHOP SCHEDULE

Seven, monthly workshops structured into the six-month FT-14 programme cover: -

Introductory group meeting	- Introduction and initial environmental review
Month one	- Environmental policy and construction aspects
Month two	- Legal, objectives and management programmes
Month three	- Training, operational control and emergencies
Month four	- Monitoring, non-conformance and complaints
Month five	- Audit and review
Month six	- Summary and application for Certification

THE FT-14 ISO TOOLKIT

Central to FT-14 is the electronic 'ISO Toolkit' developed by ISYS International to overcome two principal barriers and reach the ISO 14001 standard quickly and cost-efficiently.

- Developing an effective implementation action plan
- Creating obligatory management system documentation

The ISO Toolkit structures implementation into 24 easily-followed steps, grouped into three phases: -

Phase 1 Policy & Planning

Phase 2 Implementation & Operation

Phase 3 Evaluation & Review

From the outset, the ISO Toolkit provides support to: -

- Benchmark your initial performance against ISO 14001
- Plan and track your progress at each step
- Build your system swiftly using pre-written ISO 14001 documentation

Throughout, a suite of action checklists will help you to create a robust environmental management system that meets its goals.

The revolutionary heart of the ISO Toolkit is an interactive ISO 14001 guide that is your central source of advice and reference for all implementation activity. This includes a 199-point Initial Environmental Review Questionnaire to steer you through the planning phase.

Each step of the guide shows: -

- ISO 14001 requirements explained in plain language
- Clear actions, advice and important points to consider
- Hyperlinks to all pre-written documentation

WHAT NEXT?

You probably want to know more.

ISYS International maintains a comprehensive communication network to provide detailed information and answer individual questions swiftly.

Enquiries are welcome on programme content, timing and management - plus group-workshop proposals from construction clients wishing to work with their supply chains on ISO 14001.

We are also here to put you in contact with local networks and to help you to work towards ISO 14001 with like-minded managers.



**CONSTRUCTING
EXCELLENCE**

A CONSTRUCTING EXCELLENCE
PROGRAMME DELIVERED IN PARTNERSHIP
WITH ISYS INTERNATIONAL LIMITED

For more detail, FAQs, enquiries and FT-14 registration, please go to: -
www.isys-int.com/ft-14

e: - ft-14@isys-int.com

t: - 0870 777 1130

f: - 0870 706 1731

For FT-14 programme advice: -
e: - helpdesk@isys-int.com

FT-14 Operations Centre
ISYS International Ltd
Meridian House
Road One
Winsford
Cheshire CW7 3QG

For information via Constructing Excellence, please contact: -

e: - ft-14@constructingexcellence.org.uk

t: - 0207 592 1100

www.constructingexcellence.org.uk

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TWENTY **6** | **masch creative**
ISYS International group members