

Beers

SKANSKA

Environmental Management System



Why did we pursue an ISO 14001 Certification?

- Skanska story
- Recognized benefits to the environment
- Recognized marketing opportunities
- Industry leader

Maintenance of Environmental Management System

Communication

- Internal Communication
- External Communication

Document and Record Keeping

Emergency Preparedness and Response

Communication

Communication is the **KEY** to a
successful program

Communication – Environmental Policy

- Environmental Policy
- Posted at all offices
- Posted at all jobsites and jobsite trailers
- Contents of the Environmental Policy
 - Expresses company's intent to maintain an environmental awareness and management program
 - English and Spanish

Communication – Environmental Policy

- Additional Contents of Policy
 - Regulatory Compliance
 - Prevention of Pollution
 - Conservation
 - Emissions and Effluents
 - Ecology and Habitat
 - Hazardous and Toxic Substances
 - Communication

Communication – Awareness Training

- Awareness Training
 - All Beers Skanska Employees MUST participate in an awareness training.
- Requirements
 - Management Personnel participate in a one-hour awareness training
 - Field construction crews attend a 7-10 minute training

Purpose of the Awareness Training

- Express the importance of conformance to the environmental policy and procedures and with the requirements of the EMS
- Identify employees' roles and responsibilities in maintaining the EMS
- Potential consequences (Positive AND Negative)

Communication – Aspect Training

- Personnel performing tasks that can cause significant environmental impacts
- Training includes:
 - Discussion of actual or potential impacts of task on the environment
 - Individual's roles and responsibilities in conforming to EMS
 - Potential consequences (Good and Bad)

Communication – “Food Chain”

- Foremen and Assistant Superintendents communicate status to Superintendent
- Superintendents communicate to Group Environmental Coordinator (GEC)
- Other salaried personnel report status to GEC
- Group Environmental Coordinators meet twice per year (conference or teleconference)

Communication – “Food Chain”

- Group Environmental Coordinators (GEC’s) report status of program to Environmental Director via project status reports
- GEC’s also report status of group EMS to Group Presidents
- Environmental Director reports to CEO, COO, and Environmental Executive

Communication – External Parties

- Communication FROM an outside party
 - Beers Skanska will analyze the communication and act in accordance with our EMS.
 - Communication may require a jobsite to select another “Aspect”, if it is important to the owner.
 - Beers Skanska may need to evaluate adding a new “Aspect” to our list
 - Marketing Opportunity – How can our EMS help a potential client?

Communication – External Parties

- Communication TO an outside party
 - Beers Skanska will communicate policy with owners, architects, and building partners
 - We also work to communicate the potential effects of a building partner's goods or services, where applicable.
 - Management and GEC are responsible for these communications.

DOCUMENT CONTROL

Documents are “written
communications”

What do we document?

How do we do it?

Document Control

- All EMS “structural” documents are kept on company-wide “Intranet”
- Structural documents are also distributed to GEC’s via compact disks
- Environmental handbooks are distributed to all salaried personnel

Documentation – What to document?

- Awareness Trainings
 - Sign-in Sheet
 - Date, Project, Attendees, Method
- Aspect Trainings
 - Sign-in Sheet
 - Date, Project, Attendees, Method

Documentation – What to document?

- All daily activities relevant to the EMS
 - Erosion Control monitoring – Are erosion control structures still in place?
 - Energy Conservation – Did someone turn the lights off at the end of the day?
 - Transportation – Did someone carpool to the project today?
 - KEEP ON FILE!!!!

Documentation – What to document?

- Environmental Status Report (ESR)
 - Every six months
 - Report all activities relative to the project's environmental program
 - Summarize trainings
 - Sub-report for each environmental aspect.
Projects complete sub-reports for each aspect that is monitored.

Documentation – What to document?

- Document meetings with Group Presidents (Management Reviews)
- Document correspondence and communications with external parties.
- Document non-conformances and corrective action plans. Who is responsible to take action?
- Document that corrective action was actually done.

When in doubt.....

DOCUMENT !!!!!

Emergency Preparedness and Response

Being ready for the unexpected

Emergency Preparedness

- Superintendents must determine if there are any hazards that would warrant the implementation of an Emergency Preparedness Plan.
 - Are there existing hazardous materials present (i.e. asbestos, lead, etc.)?
 - How are these materials to be managed?

Emergency Preparedness

- Are there any hazardous materials to be used during construction?
 - Cutting torches (oxygen and acetylene)
 - Gasoline
 - Form oils
 - Solvents
 - Etc.

Emergency Preparedness

- Are there any hazardous materials to be used during construction?
 - Form oils
 - Solvents
 - Admixtures in concrete
 - Paints and thinners
 - Cleaning agents
 - Etc.

Emergency Preparedness

- How are these materials stored?
- Are there any explosives present?
- Are there any flammable materials present?
 - Gasoline and Diesel
 - Cutting torches (oxygen and acetylene)
 - Asphalt
 - Wood and other building materials can also burn

Emergency Preparedness Plan

- Plan should include the following:
 - Escape routes
 - How do people escape from the danger?
 - Notification procedures
 - Superintendent notifies senior management and Group Environmental Coordinator
 - Contaminant procedures
 - Corrective actions are taken to mitigate problem

Emergency Preparedness Plan

- Testing
 - Superintendent shall test the plan initially and then periodically to ensure effectiveness.
- Documentation
 - If a plan is required for a particular jobsite, then the plan shall be documented.
 - Testing of the plan shall also be documented.
 - What were the results of the test?
 - How can we “fine-tune” the plan?

Emergency Preparedness Plan

- Our actions for the environmental plan “piggy-back” on our other obligations as a general contractor.
- OSHA Regulations
- Material Safety Data Sheets (MSDS)
- Beers Skanska safety trainings
- Beers Skanska Crisis Manual

Summary

- Communication is the key!!!
 - Everyone must know what your organization is trying to achieve.
 - Everyone must know what their roles and responsibilities are as part of the team in order to achieve those goals.

Summary

- Document EVERYTHING!!!
 - Third party auditor will not have any proof that certain activities were done unless there is documentation.
 - Unless it is documented, it never happened !!

Summary

- Plan for Emergency Response
 - Prior planning will prevent poor performance!
 - Planning can prevent an emergency from occurring.
 - Test and document emergency response plan.

Beers

SKANSKA

LEADING
THE WAY



**GREEN
PAYS**