
ELEMENT 12
EMS Documentation & Document
Control

Definitions

File Name:	Revision	Approved by:	Rev. Date	Page 1 of 1
EMS_12_Definitions.doc	01		12/13/02	

EMS Documents – various documents that collectively comprise the biosolids environmental management system documentation, including the biosolids management policy, biosolids program, procedures, practices, operating instructions, and other supporting documents required by the environmental management system and applicable biosolids laws and regulations.

EMS Records – various records/reports of biosolids management activities required by the environmental management system and applicable biosolids laws and regulations, including but not limited to records/reports of, equipment calibration, monitoring, measurement, laboratory testing, inspections, operating logs, emergency response incident, outside party inquiries, public participation meetings, audits, corrective actions, management reviews and periodic performance reports. Records describe the results of specific biosolids management activities for a prescribed event, activity and/or period of time.

Objective Evidence – ordinances, policies, procedures, manuals, inspection checklists, operating logs, annual reports, various other documents, and various records – monitoring, inspection, enforcement, training, etc., that objectively document conformance with the EMS Elements requirements.