

## Form for verification of requirements on the candidate´s/tenderer´s environmental management

Candidate/tenderer that **do not have** a certified environmental management system *shall respond to* all below requirements. The answers shall cover at least the part of the candidate´s/tenderer´s operations that is covered by this tender. This form *shall* be used for the verification of the candidate´s/tenderer´s environmental management.

Nr	Requirements and verification
1	An environmental policy that includes the highest management's intent regarding the company's environmental performance. It shall show who has confirmed the policy (e.g. the CEO, the company board) and when it was confirmed:
	<i>Copy &amp; paste the environmental policy into this box or attach it in a suitable way. If the environmental policy is included in a separate document, include an exact reference (document name, side number, chapter)</i>
2	A description of the organization and/or the roles that are involved in the company's environmental management and responsibility for these roles:
	<i>Describe environmental responsibilities within the company organization and operations.</i>
3	Describe, both in quality and quantity, the environmental impact of the company's business:
	<i>Describe the environmental impact (e.g., X ton emissions of carbon dioxide from company vehicles annually, Y MWh electricity consumption annually, Z ton municipal waste etc.).</i>
4	A description of the company's environmental program that aims for concrete environmental improvements. The environmental program shall include following: <ul style="list-style-type: none"> <li>• measurable environmental goals</li> <li>• activities connected to the environmental goals</li> <li>• a time plan for each goal</li> <li>• responsible (name or role) for each goal.</li> </ul>
	<i>Description of environmental goals, activities, time plans and responsible roles for each goal.</i>
5	A description of how the company educate their employees in environmental issues:
	<i>Describe how the environmental education takes place (frequency, target groups, contents, follow up routines).</i>
6	A confirmation that, and description of how, the company monitors environmental legislation affecting the business:
	<i>Describe how often the company checks updates within environmental legislation, who is responsible for monitoring the environmental legislation, which sources are being monitored and how changes are being implemented in the company's operations.</i>