

**ACT has established a portfolio of courses tailored to suit the needs of employers, management and employees with environmental responsibilities; so whether your looking for a professional qualification or a more practical approach, ACT will have a course appropriate for you.**

## NEBOSH Certificate in Environmental Management

**Designed for:** Line managers or supervisors with environmental issues as a function of their work or for those who have full responsibility and are looking to progress to the NEBOSH Environmental Diploma qualification.

**Outline:** A practical course designed to increase the awareness and the importance of the management of environmental impacts created by business activities.

The course is made up of **9 elements** + a workplace based practical assessment and a 2 hour written examination. The course does not have any pre entry requirements and is an essential foundation course for those with line management responsibility for establishing or maintaining an environmental management system, such as OHSAS BS 14001.

Candidates will find the course particularly interesting because issues covered are not only related to the UK, but also include discussion of the global impacts resulting from industrialisation and development. Waste reduction and energy minimisation is the theme throughout with practical advice on how this can be achieved with economical and ecological advantage.

**Optional Exam Tutorial:** (Separate fee). Tutoring on specific syllabus areas - utilising a revision checklist to identify areas of concern. Delegate exam techniques developed via practice questions / tutor feedback on answers. **An invaluable contribution to a delegate's personal training programme, as both confidence and competence are gained through practice, which enables a greater prospect for success at examination.**

**Duration:** 1 x 1 week study period + optional 1 day tutorial + examination.

<b>Dates:</b>	<b>West Midlands</b>		<b>Fees:</b>	
<b>Course (NEC1)</b>	05-09 Jul	13-17 Sep	<b>Course (NEC1):</b>	£795 + VAT + NEBOSH fees
<b>Exam tutorial:</b>			<b>Exam Tutorial:</b>	
<b>1 day (NEC1)</b>	17 Aug	22 Nov	<b>1 Day (NEC1)</b>	£265 + VAT + NEBOSH fees
<b>Examination:</b>				
<b>NEC1 (am)</b>	07 Sep	07 Dec		

### A Study Book for the NEBOSH Certificate in Environmental Management

**Free of charge to those attending the above course** ■ Follows NEBOSH syllabus (Units NEC1 & NEC2)  
 Also available for separate purchase: **£39.95 +Carriage** ■ Text directed to exam needs  
 (bulk purchase discounts available) ■ Practical explanations  
 ■ Useful charts and tables  
 ■ Supported by photographs and sketches  
 ■ Sample NEBOSH exam questions and answers  
 ■ Environmental practical application sample

**Edited By: Steve Simmons**  
**BSc (Hons), PhD, CEnv, CMIWM, CMIOSH**

**First Edition: October 2009 / ISBN: 978-1-906674-03-8**



## NEBOSH Diploma in Environmental Management

**Designed for:** Health and safety practitioners or those charged with the responsibilities for the management of environmental risk or aiming to develop and implement effective environmental management systems within their organisation. Those who have already achieved the EMC (see reverse) need only attend two weeks of training, not three! A fast track route to enable those eligible to take the NEBOSH National Diploma and practical.

**Outline:** A sound qualification in environmental management, the NEBOSH National Diploma in Environmental Management syllabus consists of two units:

- ❖ **Unit ED1** Management of environmental risk.
- ❖ **Unit ED2** Application of environmental risk theory and practice.

**Unit ED2** has no specific syllabus content associated with it, but assesses the application of knowledge and understanding acquired in the study of **Unit ED1**. The system of assessment for the Environmental Diploma consists of one written (3 hour) examination (**Unit ED1**) and a workplace-based project (**Unit ED2**).

The comprehensive development programme includes: mock assessments for both written and practical components (the latter utilising the NEBOSH environmental audit proforma. The proforma is designed to cover the principal syllabus topics and helps delegates to structure their project work).

**Optional Exam Tutorial:** (Separate fee). Tutoring on specific syllabus areas - utilising a revision checklist to identify areas of concern. Delegate exam techniques developed via practice questions / tutor feedback on answers. **An invaluable contribution to a delegate's personal training programme, as both confidence and competence are gained through practice, which enables a greater prospect for success at examination.**

**Duration:** 3 x 1 week training study periods + optional 2 day exam tutorial + examinations.

<b>Dates:</b>	<b>West Midlands</b>	<b>Fees:</b>	
	<b>ENV 122</b>	<b>Full Course:</b>	£2,999 + VAT + NEBOSH fees
<b>Week 1</b>	13-17 Sep	<b>Week 1:</b>	£1,079 + VAT + NEBOSH fees
<b>Week 2</b>	11-15 Oct	<b>Week 2 and 3:</b>	£2,050 + VAT + NEBOSH fees
<b>Week 3</b>	08-12 Nov	<b>Exam tutorial:</b>	£525 + VAT + NEBOSH fees
<b>Exam tutorial:</b>			
<b>2 Day</b>	29-30 Nov		
<b>Examination:</b>			
<b>ED1 (am)</b>	09 Dec		



# Environmental Management Certificate

An essential course for those wishing to implement ISO 14000: 2004 Environmental Management Systems

**Designed For:** Managers, environmental and safety staff, needing the primary knowledge and skill necessary to undertake their environmental responsibilities in the workplace.

**Outline:** This assessed course provides a practical foundation to environmental risk management. Critical factors that form the basis of a management plan are considered. Programme topics integrate with those at **NEBOSH Certificate in Environmental Management** and **Diploma in Environmental Management** level.

**Assessment:** There are two assessment elements to this course:

- ❖ **Written** - a 1 hour written examination (*last day of course*).
- ❖ **Practical** - An environmental review of a workplace using the environmental review proforma (*for completion after the course period*).

Delegates must pass both assessment elements in order to achieve the EMC. Assessments are set and marked by ACT and moderated by the International Accreditation Society - iAS.

**Dates:**

**EMC 55** 05-09 Jul 2010  
**EMC 56** 13-17 Sept 2010



**Fees:** £795 + VAT per delegate (includes iAS assessment fees)

**Programme:**

- ❖ Foundations in environmental management
- ❖ Environmental management systems
- ❖ Environmental impact assessments
- ❖ Control of emissions to air
- ❖ Control of contamination of water sources
- ❖ Control of waste and land use
- ❖ Sources of use of energy and energy efficiency
- ❖ Control of environmental noise
- ❖ Planning for and dealing with environmental emergencies

*"Very well organised. Presentation was excellent, thanks and well done"*

*R Stevenson - National Power*

**Summary:**

Duration: 1 week (5 days)  
 Style: Tutor led / syndicates / individual work  
 Entry Requirements: No  
 Assessment: Yes



## Environmental Awareness

**Designed For:**

Appointed Environmental staff, particularly those considering further environmental study, e.g. the Environmental Management Certificate.

**Outline:**

This course sets out the key environmental risks arising from activities / facilities / processes; and explains relevant evaluation and control methods. It enables a planned, proactive response to the increasing environmental pressures.

**Dates:**

**EW 128** 14 Jul 2010  
**EW 129** 02 Sep 2010

OR

Available as an in-house option  
 £650 + expenses + VAT per day

**Fees:** £320 + VAT per delegate Maximum of 16 delegates

**Programme:**

- ❖ Introduction to Environmental Science & Pollution
- ❖ Introduction to Environmental Law
- ❖ Introduction to the Environmental Protection Act 1990
- ❖ Introduction to the Environment. Act 1995
- ❖ Some differences in pollution control in England & Scotland
- ❖ Overview of environmental management systems and the roles in environmental management
- ❖ Integrated pollution prevention & control (IPPC)

**Summary :**

Duration : 1 Day  
 Style : Tutor led / syndicates / individual work  
 Entry Requirements : No  
 Assessment : No

## Internal Environmental Auditor

**Designed For:**

Environmental representatives and those responsible for carrying out internal audits for Environmental Management Systems, including ISO 14001.

**Outline:**

Provides a more in depth alternative to the Environmental Awareness course including more practical elements. The course sets out the key elements of environmental legislation and the practical tasks associated with environmental auditing. It provides an introduction to environmental management using formal audited systems. The course includes video and/or syndicate exercises, plus a practical audit exercise.

**Dates:**

**IEA 71** 06-07 Sep 2010  
**IEA 72** 02-03 Dec 2010

**Fees:** £595 + VAT per delegate

**Programme:**

- ❖ Review of environmental issues
- ❖ Overview of environmental legislation
- ❖ Environmental management systems
- ❖ Types of environmental audit
- ❖ Auditing for ISO 14001
- ❖ External certification
- ❖ Management review & continual improvement
- ❖ Professional accreditation

**Summary :**

Duration : 2 Days  
 Style : Tutor led / syndicates / individual work  
 Entry Requirements : No  
 Assessment : Yes

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