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SUPPORT DOCUMENT FOR THE SUPPLIER'S ENVIRONMENTAL PLAN

(This document is the English translation of the Swedish original document)

Purpose

For some contracts FMV requires that the supplier must establish an environmental plan describing how environmental measures are to be taken in the course of a project. This document is a support document that describes how an environmental plan can be elaborated.

The environmental plan describes how the environmental work or the environmental management will be applied in the supplier's commitment to FMV and what measures are to be taken to ensure and confirm that legal requirements, internal requirements and FMV's environmental requirements are met.

For some contracts FMV might require a clear insight into and follow-up of the supplier's environmental work. This follow-up will among other things be performed against the environmental plan. The environmental plan shall present relevant information on the supplier's environmental work for the current procurement. The information that is to be included is, among other things, how the environmental work is organised, environmental competence, how environmental aspects are handled when products are developed, work with regard to product selection and environment related activities within the project.

Documentation

When establishing the environmental plan it is important to have a good knowledge of the environmental work of FMV and the defence sector, which might influence the project. As supplier one should therefore have a good knowledge of the following documents:

- FMV's environmental policy
- The defence sector's criteria document – chemical substances, chemical products and articles

The information listed above can be found on FMV's website at <http://www.fmv.se/WmTemplates/Page.aspx?id=823>.

FMV's Requirements for Environmental Plan in the Purchasing Phase

When FMV requests a tender the request might require the establishment of a preliminary environmental plan, which is to be presented for FMV already at the tendering. The environmental plan does not have to be a separate document; the information can for example be integrated into a project/object plan for the current procurement object. If that is the case there shall be a separate report stating which other documents that cater for the information requirements below. Examples of such accounts are cross references, flow diagrams etc. These descriptions shall be transparent so that the presentation of the environmental issues is easy to follow. It shall be clearly stated that this account constitutes



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the submitted environmental plan. The environmental plan, or corresponding document, is evaluated against the requirements in the request for tender.

In the Request for Quotation FMV request that the Supplier shall forward a reworked, updated and confirmed environmental plan to FMV within a stipulated period of time after the contract entry into force. If necessary the plan is then updated and established in new editions as agreed between FMV and the supplier.

Document Structure

The heading structure below is a suggestion as to how an environmental plan can be established. This heading structure is not binding, but can be used as a guide to which information FMV considers should be part of a complete environmental plan. If another structure is used the following information should be included in the environmental plan.

1 Document Information

The environmental plan should include information on the documents status and purpose. It shall be made clear what the environmental plan includes, which delimitations that have been made, when it is established, for how long it is valid etc. It shall also be made clear who is responsible for the environmental plan and who is FMV's contact regarding the plan.

It should be stated how the environmental plan is updated, for example how and when the environmental plan is updated.

2 The Supplier's Environmental Management

The company's/group's environment management is reported under this heading. The environmental plan shall include a status account with regard to the supplier's environmental management. It can for example include a certificate with regard to a certified environmental management system, in which case the scope of the certificate shall be stated. The emphasis shall be placed on an account for how the company's/group's systematic environment work is performed with regard to the current commitment to FMV.

3 Organisation, Responsibility and Authorities

The supplier shall state positions/roles responsible for environmental issues, within the organisation, with regard to the supplier's commitment to FMV. Examples of such positions/roles are co-workers that have direct influences and effects on the purchase object's environmental performance, for example design, procurement, production, verification and communication. Which positions/roles that have authority to establish, modify and take decisions with regard to deviations from the environmental plan shall also be stated. Names and contact data shall be given for all responsible.

4 Environmental Competence

The supplier shall state which environmental competence that has been used for the current project. This can be environmental competence supplied by project team members or by expert functions. The competence can be an internal or an external resource. It should be stated how the environmental competence is linked to the project and these activities.



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5 Activities for the Fulfillment of Environmental Requirements

In this section the environmental plan is to present the supplier's activities for meeting his environmental management work as well as the activities for fulfilling legal requirements and FMV's environmental requirements with regard to the procurement object. If parts of this account can be found in other documents there shall be references to them.

What is to be stated depends on which requirements that have been identified for the current project. Some examples of activities that can be presented are:

5.1 Product Selection and Substitution of Environmentally Hazardous and Health Hazardous Substances

This section accounts for how the active work for product selection and substitution as per the stipulations in the Environmental Code's consideration regulations is carried out, and how the work for meeting FMV's requirements with regard to limitation of environmentally hazardous and health hazardous substances for the procurement is carried out. The environmental plan is to include an account for the routines the supplier will apply in order to meet FMV's requirements with regard to limitation of environmentally hazardous and health hazardous substances. The product groups which, if applicable, are to be covered are chemical products/chemical products for operation and maintenance, batteries, design materiel and electronics, radiation sources, and any other environmentally hazardous and health hazardous substances which might constitute part of the procurement object. "The defence sector's criteria document – chemical substances, chemical products and articles" can be used as a guideline for which substances and dangerous characteristics that are to be paid attention to.

5.2 Special Regulations Regarding Import to Sweden

FMV requires its suppliers to fulfill the requirements on manufacturers/importers as stated in the Reach regulation (EG 1907/2006). A supplier should consequently in a brief manner state the activities for taking this responsibility.

FMV requires its suppliers to provide a product report to the Swedish Chemical Agency's Products Register. Suppliers should in a brief manner state the activities for taking this responsibility.

5.3 Energy Consumption

This section is to describe the work that the supplier has carried out in order to reduce the system's energy consumption. This description can for example include justifications for the selection of fuels, energy streamlining etc.

5.4 Emissions, Including Noise

This section describes the supplier's work in order to reduce the system's emissions. Emissions shall be taken to mean emissions to for example air, ground and water, plus noise.

5.5 Future Winding Up

Here the supplier is to account for the work that has been carried out in order to meet the Environmental Code's housekeeping principle, i.e. to reduce the refuse emanating from the



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product during its life cycle and its work to simplify future winding up. For some procurements FMV requires that a recovery manual is drawn up.

5.6 Environmental Effects with Regard to Operation and Maintenance

This section accounts for the work which has as its purpose to minimise the system's environmental effects during operation. Examples of such information are how environmental issues have been integrated into the system's maintenance manuals, user manuals and user training. Information on how the system's environmental performance is measured and taken into account in the development work can also be included here.

6 Environmental Activities in the Project

The supplier shall account for the project's environmental activities or activities linked to the environmental aspects. This can for example be done by presenting a work breakdown structure (WBS). In this section the supplier is to account for the work packages that are relevant for environmental activities within the project and the product's environmental performance. This might very well be linked to an account for the organisation which is presented under section 3.

If results of activities are to be presented/reported to FMV these presentations/reports are also to be planned.

This shall also account for the supplier's planned follow-up activities, such as reviews, internal project audits and subcontractor audits. The follow-up activities are to ensure that the stated environmental activities are actually carried out.

7 Follow-Up

This section specifies the follow-up that is planned. The section shall include an account for how the internal follow-up activities connected to environmental issues are to be carried out. This work may well be integrated with other follow-up activities.

The section is also to account for how follow-up activities with regard to environmental issues are to be carried out at subcontractors and how FMV can take part in/of results in these.

The section shall also include suggestions with regard to how FMV can carry out follow-up activities at the supplier.

8 Communication

This section describes how the environmental issues are communicated to stakeholders such as the client, internal units, subcontractors and authorities concerned.

9 Listing of Utilised Consultants and Subcontractors

The environmental plan is to include a list of utilised consultants and subcontractors.