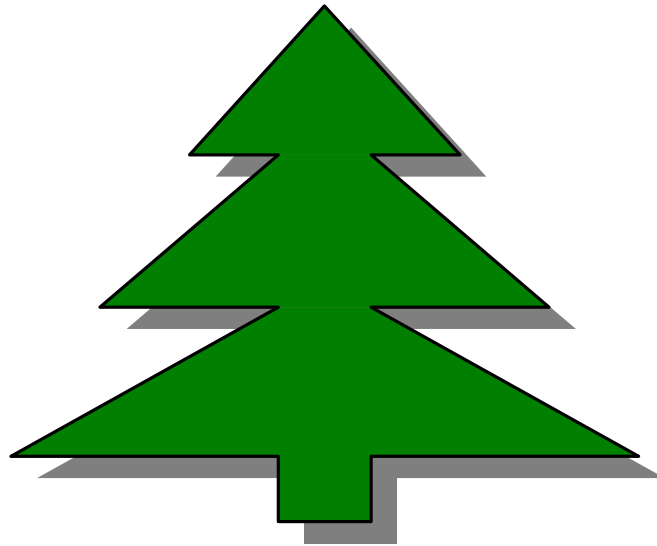




ECO TOY COMPANY

DOCUMENTS AND RECORDS





Eco Toy Company Documents and Records

Qty	Documents and Records	No. of Pages
1	Environmental Manual	9
1	Master Document List	2
1	Internal Audit Master Schedule	1
1	P-500 Leadership Procedure	2
1	P-612 Environmental Aspects Procedure	2
1	F-612-002 Initial Environmental Review	2
1	F-612-003 Environmental Assessment Worksheet	2
3	WI-622-001, WI-622-002, WI-622-003 Environmental programs	3
1	P-720 Competence and Awareness Procedure	3
2	F-720-005 Employee Training Summary	3
1	F-720-006 Employee Capability / Competence Matrix	1
1	P-1010 Improvement Procedure	3
1	R-740 Register of Environmental Action Reports	1
1	F-740-003 Public Response Report	1
1	F-740-006 Spill Investigation Report	2
1	F-740-007 Environmental Non-conformance Report	2
1	F-1010-001 Corrective Action Report	1
1	P-930 Management Review Procedure	2
1	F-930-001 Management Review Meeting Agenda	1
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ISO 14001:2015

ENVIRONMENTAL MANAGEMENT SYSTEM

ECO TOY COMPANY

EMS MANUAL – EM-001





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Introduction

Eco Toy Co developed and implemented an Environmental Management System in order to document the company's best environmental practices, better satisfy the requirements and expectations of its interested parties and improve the overall management of the company.

To fully understand the organization and its context, Eco Toy Co determined the external and internal issues that are relevant and that affect its ability to achieve the intended results of the environmental management system.

The Environmental Management System of Eco Toy Co meets the requirements of the international standard ISO 14001:2015. The system addresses the management of environmental aspects, compliance obligations, the actions to address risks and opportunities and incorporates a Plan-Do-Check-Act concept. The management of the interactive processes provides for the achievement of continual improvement and focus on efforts leading to the prevention of undesirable outcomes.

The manual is divided into sections that correlate to the Environmental Management System sections of ISO 14001:2015. The manual describes the Environmental Management System, delineates authorities, inter relationships and responsibilities of the personnel responsible for performing within the system. The manual also provides the documented information with procedures or references for all activities comprising the Environmental Management System that ensures the compliance to the necessary requirements of the standard.

This manual is used internally to guide the company's employees through the various requirements of the ISO standard that must be met and maintained in order to control or influence the ways to protect the environment and to provide the necessary instructions that contribute to continual improvement.

This manual is used externally to introduce our Environmental Management System to our customers and other external organizations or interested parties. The manual is used to familiarize them with the controls that have been implemented and to assure them that it provides them with a framework to protect the environment and enhance environmental performance.

The manual is approved by a top management representative.

President: *R. Smith*

Date: Oct 15, 2015