

INSERT COMPANY NAME/LOGO HERE

F-431-001

Initial Environmental Review

Dept / Locations : _____

Interviewee : _____ Date : _____

Prepared by : _____

1) General Information

Review Areas			
Question	Comments	OK	Needs Attention
a) Organization Structure <i>(Department personnel and structure chart)</i>			
b) Current activities / processes / products	<i>(List activities or provide process flow)</i>		
c) No. of employees			
d) Environmental coordinator			
e) Type of facilities	<i>(Office / lab / workshop / warehouse / others)</i>		
f) Type of plant(s) / machinery	<i>(List of plant / machinery utilized)</i>		
g) Types of goods provided by major suppliers	<i>(List of major suppliers and their product type)</i>		
h) Types of services provided by major contractors	<i>(List of major contractors and their product type)</i>		
i) Any future activities / services			