

What needs to be in place for €coMerit Certification

Assistance will be provided to meet these requirements

Management Controls

Environmental Policy in place and operating

Usually a one-page statement including commitments to environmental performance monitoring and improvement, legal compliance and pollution prevention. Help will be given to draft this policy, if required.

Environmental Performance being monitored

As a minimum this will include energy consumption, waste generation and water usage (if metered).

Improvement Plan active

Usually a list of planned improvements and target dates, actively managed, regularly monitored and renewed at least annually.

Assigned Responsibility

Someone in the organisation has clear responsibility for these issues.

Energy

Utilities meters read and bulk deliveries recorded.

Electricity and gas meter readings taken regularly (normally weekly or monthly). Bulk deliveries (e.g. oil, bulk gas) recorded.

Energy usage monitored

Consumption logged or graphed and used to monitor changes.

Heating, hot water, cooling system controls understood.

Someone in the organisation is familiar with these systems in order that they are used in the most efficient manner.

Assigned Responsibility

Someone in the organisation has clear responsibility for these issues.

Water (if metered)

Meter(s) read and recorded

Regular readings taken either weekly or monthly.

Results monitored

Usage logged or graphed and checked to monitor changes.

Annual leak test carried out

Usually done when water usage is zero or at its lowest. Meter readings taken before and after, discrepancies investigated. Results logged.

Assigned Responsibility

Someone in the organisation has clear responsibility for these issues.

Waste

Waste records kept

Records of waste, which may be based on contractor's invoices.

Waste quantities monitored

Record the amount of waste that is land filled, recovered, recycled and composted. It may be in the form of bin quantities or tonnages.

Waste Prevention/Minimisation

Appropriate arrangements in place to prevent waste and recycle or reuse waste materials rather than send them to landfill.

Hazardous waste segregated and disposed of appropriately.

Materials such as batteries, fluorescent tubes, oils, paints are classed as hazardous, and must be segregated for disposal or recycling.

WEEE segregated

Waste electrical and electronic items segregated for reuse/recycling.

Waste contractor(s) licensed

All waste contractors must be licensed for the services provided. Copies of licences to be checked and filed.

Assigned Responsibility

Someone in the organisation has clear responsibility for these issues.

Pollution Prevention

Key risks identified

Foreseeable pollution risks identified (e.g. oil tanks, chemicals storage and use, water pollution and fire risks)

Prevention or mitigation arrangements in place

Reasonable precautions, appropriate to the risk, must be in place to minimise the likelihood of a pollution incident and/or to reduce the impact of such an incident if it does occur.

Assigned Responsibility

Someone in the organisation has clear responsibility for these issues.

€coMerit Support and Certification.

€coMerit Supply Chain Greening.

Both programmes are operated with support from DLR County Council and the Environmental Protection Agency.

More information contact:

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€coMerit

- a three year environmental support and certification programme



€coMerit Support and Certification Programme

The €coMerit Support and Certification Programme enables organisations to:

- Save Money on Waste, Energy and Water Costs
- Improve Environmental Performance
- Become Environmentally Certified

What will a participating organisation get from the €coMerit Programme?

- Support from an environmental advisor to identify savings that can be made in waste, energy and water management and assistance with applying for relevant environmental improvement grants.
- Help to establish a simple environmental management system to improve environmental performance year on year.
- A Certificate to prove its environmental credentials.

€coMerit Certifications	82
Total Annual Savings	€492,500
Average saving /site	€6,006
Members getting SEAI Funding	22
Total SEAI Funding	€420,698
Annual Energy Savings from SEAI funded projects	€256,450
Annual reduction in carbon emissions	860t.

What does it cost to participate in the €coMerit Programme?

Fees vary depending on the size of the organisation as follows:

Employees per site	Year 1 Certification	Years 2 & 3 Surveillance
1 - 4	€250	€125
5 - 30	€400	€200
31 - 60	€600	€250
61 - 100	€800	€350

Fees are customised for organisations with multiple sites or over 100 employees

Year 1 fees come with a guarantee of identifying annual cost savings in excess of the fee.

A 50% refund of the fee will be given if this is not achieved.

Charitable Organisations are granted a 50% discount but refunds do not apply.

At the end of Year 3, a re-certification can be carried out and a further 3-year cycle initiated.

How to prepare for the €coMerit advisor's visit

- Set aside a half day to find cost savings and be familiar with energy, waste and water management in your organisation.
- Know what was spent on energy, waste and water for the previous year - verified by copies of bills.
- Be informed of any issues of environmental concern to your organisation.

What are the Certification requirements?

- An Environmental Policy.
- An Improvement Plan.
- Performance Monitoring (e.g. utilities usage).
- A Commitment To Pollution Prevention.

To participate in the €coMerit Programme

Fill out the Quotation Request form and send it to Mr Phil Walker, Econcertive, Cois Na Daire, Kilbraney, Gusserane, New Ross, Co. Wexford, or **apply on-line at www.ecomerit.ie**. You will be contacted to confirm the cost of participating in the programme and to arrange a site visit.

€coMerit Supply Chain Greening Programme

Any organisation with an Environmental Certification can Green its Supply Chain in 4 Easy Steps

STEP 1 Client with support from €concertive

- Launches the Environmental Purchasing Strategy and creates awareness of it with existing suppliers.
- Sends a questionnaire to suppliers to establish their environmental certification status e.g. ISO 140001, EMAS, BS 8555.
- Updates Supplier Qualification Datasheets to ensure all new suppliers know of the Environmental Purchasing Strategy.

STEP 2 Client and €concertive

- Analyse returns from suppliers and review the supplier database to identify priority suppliers and /or sectors to be targeted.
- Engage with suppliers to facilitate Environmental Certification.
- Select participating suppliers for €concertive support to achieve €coMerit Certification.

STEP 3 Each Supplier with support from €concertive

- Arranges a site visit and agrees a draft Environmental Policy and Improvement Plan with costs and savings outlined.
- Decides on actions to be taken in an Improvement Plan and commits to prevent pollution.
- Completes a Compliance Record Sheet describing how each certification requirement will be met.
- Submits documentation to €concertive for review and, if satisfactory, award of €coMerit Certification.

STEP 4 The Client

- Ensures the Environmental Purchasing Strategy is enacted, reviews it regularly and amends or improves it as necessary.
- Reports statistics of certification status of suppliers by numbers and total contract values.
- Actively uses these statistics to progress purchasing performance year on year.

How much does it cost?

Participating client companies pay €1,500 + VAT to €concertive.

Allowance should also be made for the in-house support, which will be needed e.g. staff time.

How many suppliers will be supported?

The programme allows for up to 15 locally based suppliers to be supported.

What do participating suppliers pay?

Suppliers fees depend on the number of employees ranging from €250 -€800 in year 1 for up to 100 employees.

Years 2 and 3 surveillance fees range from €125 - €350/year for these suppliers.

Customised fees apply for suppliers with greater than 100 employees and/or more than one site.



€coMerit Quotation Request

I wish to receive a quotation for the €coMerit Programme.

Contact Name:

Date: Telephone:

Email: Web:

Address(es) of site(s) to be assisted: *(use separate sheet if more than 2 sites)*

Address 1:

No. of personnel/site:

Address 2:

No. of personnel/site:

Brief description of the organisation and any other information you think will be helpful.

Charitable Organisation?

(if yes, include CHY reference number issued by the Office of the Revenue Commissioners)

In the last 5 years, has your organisation been involved in a reportable pollution incident or prosecution under environmental law, or is a prosecution pending?

(if yes, please provide details on a separate sheet)

Please note unless you advise otherwise, the above information will form the basis of your entry on the €coMerit website, and ultimately, your €coMerit certificate.

Declaration:

In sending this application I confirm that to the best of my knowledge we are fully compliant with all relevant environmental laws and regulations. We are committed to remain so, and in the event that we discover we are in breach of any such regulation, we will take appropriate corrective action.

(State 'yes' to confirm this declaration).

[Summary of €coMerit Certification Requirements Overleaf.](#)