



# Summary Brochure

## From Bayerisches Umweltsiegel to EMAS



### Benefits of a step-up from Bayerisches Umweltsiegel to EMAS

A step up from Bayerisches Umweltsiegel to EMAS can provide organisations with significant additional benefits: Additional environmental benefits can be expected since under EMAS not only the direct but also indirect environmental impacts need to be taken into account. This can also lead to additional financial benefits as resources are saved and efficiency is improved. However, especially for small companies, it needs to be carefully considered that the implementation of EMAS itself leads to important additional costs for the company. Neither communication of the EMS nor the publication of an environmental statement is obligatory under the Bayerisches Umweltsiegel. A step-up to EMAS can lead to improved communication possibilities. If the company is operating outside of Bavaria or has an international client base, a registration under EMAS leads to Europe wide recognition of the environmental management system. Additionally, the registration under EMAS provides companies with greater legal security and occupational health and safety inside the organisation, which will be systemised when integrating EMAS. Finally, EMAS offers the advantage of being legally recognised through a European Council Regulation and certified organisations are listed in a public register.

### Introduction

#### Origin and development

The "Bayerisches Umweltsiegel" was first implemented in 1997, based on the campaign "Environmentally friendly hotels and restaurants". The sector-specific award is an important part of the "Bavarian Environmental Pact" and was developed from a voluntary agreement between the Bavarian Government and the Association of hotels and restaurants in Bavaria. It started out as a contest for the most environmentally-friendly companies, but began to develop into an environmental management system in 1995. The „Umweltsiegel“ is open to any company in the hotel and restaurant sector in Bavaria.

The responsible body for the Bavarian "Umweltsiegel" is the Bavarian State Ministry of the Environment and Public Health. The "Umweltsiegel" group is the implementing body of the EMS, which consists of the Association of Bavarian Hotels and Restaurants; the Bavarian State Ministry of the Environment and Public Health; the Bavarian State Ministry of Economic Affairs, Infrastructure, Transport and Technology; the Association of Bavarian Chambers of Industry and Commerce; and the Bavarian Tourism Marketing Agency. Members of the association have been trained and accredited by the ministry to provide phone support for companies, on-site consulting, and auditing. At the end of 2008, 240 organisations had a valid "Umweltsiegel", which has to be renewed every three years and is available in two steps, Silver and Gold.

#### Objectives

A healthy environment is the main objective of Bavaria's tourism industry. The EMS was developed based on the principle that protecting the environment is an economic necessity. It aims to make companies aware of environmental protection measures and to provide incentives for those working in an environmentally-friendly way. Environmental issues are the sole focus of the EMS.

### Closeness to EMAS

The Bayerische Umweltsiegel is not considered as an EMS, but rather as providing support to companies to improve their environmental performance by using a checklist. The Umweltsiegel reviews the current environmental performance in specific areas related to the tourism sector and emphasises continuous improvement.

The Bayerische Umweltsiegel is not close to EMAS and there are only very few EMAS criteria the Umweltsiegel fulfils.

For further information on the EMS, please contact:

Bayerisches Staatsministerium fuer Umwelt und Gesundheit  
Office: Geschäftsstelle Umweltpakt Bayern  
Tel. +49 (0) 89 9214  
Email: [paula.dickmann@strmug.bayern.de](mailto:paula.dickmann@strmug.bayern.de)  
Website: [www.umweltsiegel.de](http://www.umweltsiegel.de)

For further information on these guidelines, please contact:

EMAS Helpdesk  
Tel: +33 (0)1 53 90 11 75  
Email: [emas@biois.com](mailto:emas@biois.com)  
Website: [ec.europa.eu/environment/emas](http://ec.europa.eu/environment/emas)



# From Bayerisches Umweltsiegel to EMAS: Additional Steps

Please note that this document provides an overview of additional steps that need to be taken by an organisation to 'step-up' from Bayerisches Umweltsiegel to EMAS. For further details on each requirement, please see the EMAS website on [www.ec.europa.eu/environment/emas](http://www.ec.europa.eu/environment/emas).

## Step 1 - Setting the Baseline

- **Commitment of top management**

Top management needs to define an environmental policy and appoint a management representative to fulfil EMAS requirements.

- **Environmental policy/guidelines**

An environmental policy should be required to fulfil EMAS requirements.

## Step 2 - Planning

- **Environmental aspects and review**

An initial environmental review is necessary and indirect environmental impacts need to be identified and evaluated to fulfil EMAS requirements.

- **Proof of legal compliance**

Legal compliance and implementation of procedures that enable the organisation to constantly meet requirements is necessary to fulfil EMAS criteria.

- **Definition of objectives, targets and programmes**

Establishment and implementation of environmental objectives and targets that are consistent with the environmental policy is necessary to fulfil EMAS requirements.

## Step 3 - Implementation

- **Roles and responsibilities**

Roles and responsibilities need to be defined, implemented and documented and top management should assure that the required resources are made available to fulfil EMAS requirements.

- **Employee involvement**

All criteria related to employee involvement need to be fulfilled to comply with EMAS requirements.

- **Training and awareness raising**

All criteria related to training and awareness raising need to be fulfilled to comply with EMAS requirements.

- **Communication**

All criteria related to communication need to be fulfilled to comply with EMAS requirements.

- **Documentation**

All criteria related to documentation need to be fulfilled to comply with EMAS requirements.

- **Control of documents and operational control**

All criteria related to control of documents and operational control need to be fulfilled to comply with EMAS requirements.

- **Emergency preparedness and response**

Potential risks need to be identified and procedures to mitigate these need to be defined to fulfil EMAS requirements.

## Step 4 - Check and Act

- **Checking and corrective action**

All criteria related to checking and corrective actions need to be fulfilled to comply with EMAS requirements

- **Control of records**

Maintenance of records to demonstrate conformity with the different requirements is required to fulfil EMAS requirements.

- **Internal audit**

Implementation of regular internal audits carried out by impartial auditors, which are communicated to management, is needed to fulfil EMAS requirements.

- **Management review**

Requirements for management review at planned intervals including recommendations for improvement and need for changes are necessary to fulfil EMAS criteria.

## Step 5 - External Recognition and Environmental Report

- **Third-party auditing and audit frequency**

The provision of necessary information to top management, yearly internal or external audits, and written audit reports should be required to fulfil EMAS requirements.

- **Environmental report/ statement**

All criteria related to an environmental report or statement should be fulfilled to comply with EMAS requirements.