

Environmental Management System (EMS) Gap Analysis Checklist

Organization:

Department/Area:

Date:

Assessor(s):

Requirement / Clause	Current Status	Gap Identified	Action Needed	Responsibility	Target Date
Context of the Organization (e.g. Has the organization determined external and internal issues relevant to its EMS?)					
Needs and Expectations of Interested Parties					
EMS Scope Defined					
Leadership and Commitment					
Environmental Policy					
Roles, Responsibilities, Authorities					
Risks and Opportunities Identified					
Environmental Objectives					
Resources					
Competence and Awareness					
Communication					
Documented Information					
Operational Control					
Emergency Preparedness and Response					
Performance Evaluation					
Internal Audit					
Management Review					
Nonconformity and Corrective Action					

Continual Improvement					
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