

D120: DEMO OF RC 14001:2023 DOCUMENT KIT **Price 999 USD**

Total editable documentation package for quick process improvement
Completely editable documents tool kit (RC manual, procedures, exhibits, blank forms, SOPs etc.)

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Chapter-1.0 CONTENTS RC 14001:2023 DOCUMENTATION KIT (More than 235 document files)

A. The entire editable Document kit has 11 main directories as below.

Sr. No.	List of Directory	Document of Details
1.	RC 14001:2023 Manual	14 files in MS Word
2.	Procedures	09 procedures in MS Word
3.	Exhibits	05 exhibits in MS Word
4.	Standard Operating Procedures	40 SOPs in MS Word
5.	EHSSMPs	05 files in MS Word
6.	Formats / Templates Name of departments	73 formats in MS Word
	Environment, health, safety & Security (EHSS)	17 formats in MS Word / excel
	Engineering (ENG)	03 formats in MS Word
	Human Resource Development (HRD)	01 formats in MS Word
	Marketing (MKT)	03 formats in MS Word
	Production (PRD)	07 formats in MS Word
	Purchase (PUR)	05 formats in MS Word
	Quality Control (QCD)	04 formats in MS Word
	RND	07 formats in MS Word
	System (SYS)	13 formats in MS Word
	Security (SEC)	08 formats in MS Word
Training (TRG)	06 formats in MS Word	
7.	EHSS Policies and reference documents	07 policies and 04 reference documents in MS Word
8.	Code Practice	82 files in MS Word / ppt presentation (more than 800 slides)
	Code: 1 – Process Safety Code	16 files in MS Word / ppt presentation
	List of require documents for RC-CODE-Product safety code	01 file in MS Word
	Code 1 Process Safety Code ppt presentation	More than 200 ppt slides
	Requirements of Process Safety Code	01 file in MS Word
	Standard operating procedures (SOPs)	03 standard operating procedure in MS Word
	Formats	09 formats in MS Word
	Process Safety Code Questionnaire	More than 100 questions
	Code: 2 – Employee Health & Safety	09 files in MS Word / ppt presentation
	List of require documents for RC-CODE-Employee Health and Safety	01 file in MS Word
	Code 2 Employee Health and Safety Code ppt presentation	More than 110 ppt slides
	Requirements of Employee Health and Safety Code	01 file in MS Word
	Standard operating procedures (SOPs)	01 standard operating procedure in MS Word
	Formats	04 formats in MS Word
	Employee Health and Safety Code Questionnaire	More than 150 questions

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	Code: 3 – Pollution Prevention Code	14 files in MS Word / ppt presentation
	List of require documents for RC-CODE-Pollution Prevention	01 file in MS Word
	Code 3 Pollution Prevention Code ppt presentation	More than 90 ppt slides
	Requirements of Pollution Prevention Code	01 file in MS Word
	Standard operating procedures (SOPs)	03 standard operating procedure in MS Word
	Formats	07 formats in MS Word/excel
	Pollution Prevention Code Questionnaire	More than 100 questions
	Code: 4 – Emergency Response Code	08 files in MS Word / ppt presentation
	List of require documents for RC-CODE-Emergency Response Code	01 file in MS Word
	Code 4 Emergency Response Code ppt presentation	More than 90 ppt slides
	Requirements of Emergency Response Code	01 file in MS Word
	Formats	04 formats in MS Word
	Emergency Response Code Questionnaire	More than 100 questions
	Code: 5 – Distribution Code	21 files in MS Word / ppt presentation
	List of require documents for RC-CODE-Pollution Prevention code	01 file in MS Word
	Code 5 Pollution Prevention Code ppt presentation	More than 50 ppt slides
	Requirements of Pollution Prevention Code	01 file in MS Word
	Standard operating procedures (SOPs)	03 standard operating procedure in MS Word
	Policies	02 policies in MS Word
	Formats	12 formats in MS Word/excel
	Pollution Prevention Code Questionnaire	More than 90 questions
	Code: 6 – Product Safety and Stewardship Code	06 files in MS Word / ppt presentation
	List of require documents for RC-CODE- Product Safety and Stewardship code	01 file in MS Word
	Code 6 Product Safety and Stewardship Code ppt presentation	More than 80 ppt slides
	Requirements of Product Safety and Stewardship Code	01 file in MS Word
	Standard operating procedures (SOPs)	01 standard operating procedure in MS Word
	Formats	01 formats in MS Word
	Product Safety and Stewardship Code Questionnaire	More than 80 questions
	Code: 7– Security Code	08 files in MS Word / ppt presentation
	List of require documents for RC-CODE- Security code	01 file in MS Word
	Code 7 Security Code ppt presentation	More than 60 ppt slides
	Requirements of Security Code	01 file in MS Word
	Standard operating procedures (SOPs)	02 standard operating procedure in MS Word
	Policies	01 policies in MS Word
	Formats	01 formats in MS Word
	Security Code Questionnaire	More than 50 questions
9.	RC 14001:2023 Audit Checklist	More than 700 questions
10.	Sample Risk Assessment Sheet	01 File in MS Excel
11.	RC 14001:2023 document compliance matrix	01 File in MS Excel

Total 235 files quick download in editable form by e delivery

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B. Documentation: -

Our document kit is having sample documents required for ISO/RC certification as listed below. You need to study it do necessary changes as per your company need and within 5 days your entire documents with all necessary details are ready and many organizations are certified globally in 1st trial with the help of our documents from any kind of stringent certification audit.

Under this directory further files are made in power point document as per the details listed below. All the documents are related to manufacturing/process industry for Environmental, Responsible care, health, safety and security management system.

1. RC 14001:2023 Manual:

It covers sample copy of EHSS manual and clause wise details for how RC 14001:2023 system is implemented. It covers list of procedures as well as overview of organization and covers tier1 of RC 14001:2023 documents.

(A)Table of Contents of RC 14001:2023 Manual

Chapter No.	Subject	No. of Pages	RC 14001:2023 Clause Ref.
1	Company profile	1 – 3	=====
2	Table of contents	1 – 2	=====
3	Control and distribution	1 – 3	=====
4 to 10	Detail chapters explaining management commitment and at macro level how system is implemented to comply requirements	=====	4.0 to 10.0
<u>Annexure</u>			
ANX-I	List of Documented information	1 – 1	=====
ANX-II	Glossary of terms	1 – 1	=====
ANX-III	Company activity process flow chart	1 – 2	=====
ANX-IV	Organization structure	1 – 1	=====

2. Procedures (09 Procedures)

It covers sample copy of mandatory all the procedures covering all the details as per RC 14001:2023 requirements.

List of Procedures

1. Procedure for risk assessment
2. Procedure for identification of environmental aspects and its impact, responsible care, health, safety and security and determining controls
3. Procedure for identification of compliance obligations
4. Procedure for training
5. Procedure for communication

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6. Procedure for document control
7. Procedure for operational control
8. Procedure for emergency preparedness response
9. Procedure for performance monitoring and measurement

3. Exhibits (05 Exhibits)

It covers sample copy exhibits for RC 14001:2023 system and other related organizations.

List of exhibits

1. Objective and Target – EHSS Objective Plan
2. Operational Control Plan
3. OHSAS Control Plan
4. Skill Requirements
5. Needs and Expectations of Interested Parties

4. Standard operating procedures (40 SOPs)

It covers sample copy of SOPs to link with significant aspects as well as Hazards and risks and establish control for Environmental, Responsible care, health, safety and security issues in the organisation. It takes care of all such issues and used as a training guide as well as to establish control and make system in the organization. The samples given are as a guide and not compulsory to follow and organization is free to change the same to suit own requirements.

List of Standard operating procedures

- | | |
|--|--|
| 1. Control and prevention of pollution | 21. Handling of lab chemicals |
| 2. Handling, storage and disposal | 22. Emergency plant shutdown |
| 3. Mock drill | 23. Captive power plant operation |
| 4. Safety and security | 24. Scrubber system operation |
| 5. Accident reporting, investigation and analysis | 25. Unloading of diesel / LDO from tanker |
| 6. General follow-up | 26. Asbestos handling |
| 7. Workshop and maintenance activities | 27. Incineration plant operation |
| 8. Unloading, handling and storage of petroleum and gas | 28. Sodium sulphate recovery plant operation |
| 9. Cleaning and washing | 29. Sludge separation unit operation |
| 10. Handling of process materials, RMs and RMs charging | 30. Physical and environmental security |
| 11. Pump operator | 31. Personnel security |
| 12. Drainage line cleaning | 32. Awareness regarding environmental, health and safety |
| 13. Elimination of risk of accident during operation of chain pulley blocks, pressure vessel and lifts | 33. Change control |
| 14. Glass wool control | 34. Material safety data sheet (MSDS) |
| 15. Solvent handling | 35. Spill response procedure |
| 16. Scrap management | 36. Lockout / tag-out procedure |
| 17. Plant shut down and start up | 37. Pre-startup safety review |

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- | | |
|---|---|
| 18. Use of water reactive chemicals | 38. Health and safety committee |
| 19. Follow-up of EHSS requirements at project stage | 39. Visitor site safety rules |
| 20. Stores | 40. Review of country specific requirements |

5. Integrated Environmental, Responsible care, health, safety and security Management Plans (05 EHSSMPs)

It covers sample copy of EHSSMP management plans to link the organization objectives with the management plans for environment improvements. It helps any organization in preparation of own EHSSMPs based on few samples are provided for own organization.

List of EHSSMPs

- | Sr. No. | EHSSMPs |
|----------------|--|
| 1. | To provide ESP system at the outlet of the flue gases from the Steam Boiler to control SPM level in the emission through steam boiler stack. |
| 2. | To provide interlocking system on all the doors of the lift at all the floors to comply with the legal requirements. |
| 3. | To install fire hydrant system in the plant to respond the emergency situation. |
| 4. | To prepare scrap yard for systematic storage of scrap having separate compartment for systematic storage of different kind of scrap, to remove risk of contamination and to prevent pollution. |
| 5. | To reduce the overall power consumption by atleast 5% in the plant by studying the present load and by awareness of all Employees for their role towards energy consumption. |

6. Blank Formats (70 formats)

It covers sample copy of blank forms required to maintain records as well as establish control and make system in the organization. The samples given are as a guide and not compulsory to follow and organization is free to change the same to suit own requirements.

List of formats

- | | |
|---|--|
| 1. Corrective action report | 38. Normality record sheet |
| 2. Evaluation of environmental, responsible care, health, safety and security aspects and risk | 39. Sample test request slip for incoming materials |
| 3. Initial EHSS review of prioritization of significant aspect, OHS hazards its impact and risks feasibility analysis | 40. Sample test request slip for in process / finish product |
| 4. EHSMP progress monitoring report | 41. Research and development check list |
| 5. Unsafe observation report | 42. Research and development request report |
| 6. Incident investigation report | 43. Research and development plan |
| 7. Safety inspection check list | 44. Design verification report |
| 8. Work permit report | 45. Experiment data sheet |
| 9. First aid box check list | 46. Design review minutes of meeting |
| 10. Fire frightening checklist | 47. Visitor pass |

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- | | |
|--|---|
| 11. PPE preventive maintenance check points | 48. Employee in-out pass |
| 12. First aid medical treatment reports | 49. Late entry / short leave |
| 13. Ambulance checklist | 50. Daily visitor report |
| 14. Eye wash / shower check list | 51. Daily material receipt report |
| 15. Location list of fire extinguishers | 52. Daily material outward report |
| 16. List of chain pulley blocks, lifts, pressure vessel etc. | 53. Security check / Visit report |
| 17. Risk assessment and opportunity sheet | 54. Vehicle check report |
| 18. Breakdown history card | 55. Masterlist and distribution list of documents |
| 19. Preventive maintenance schedule | 56. Change Note |
| 20. Preventive maintenance check points | 57. Calibration status of instrument / equipment |
| 21. Medical check-up report | 58. Master list of records |
| 22. Order form / Order confirmation | 59. EHSS objectives and target |
| 23. Customer complaint report | 60. Audit plan / Schedule |
| 24. Customer feedback form | 61. Internal audit non-conformity report |
| 25. Production plan | 62. Clause wise document wise audit review report |
| 26. Disposal of non-conforming products | 63. Scrap yard monitoring report |
| 27. Tray dryer log sheet | 64. List of licenses / Certificates |
| 28. Spray dryer log sheet | 65. Housekeeping checking report |
| 29. Spin flash dryer log sheet | 66. Earthing pit maintenance report |
| 30. Reverse osmosis log sheet | 67. Communication register |
| 31. Blender / Ball mill log sheet | 68. Training calendar |
| 32. Purchase order | 69. Training report |
| 33. Indent and incoming inspection record | 70. Induction training report |
| 34. Approved vendor list | 71. Job description and Specification |
| 35. Supplier registration form | 72. Skill matrix |
| 36. Open purchase order | 73. Employee competence report |
| 37. pH meter calibration report | |

7. EHSS Policies (07 Policies)

It covers sample EHSS policies as per RC 14001:2023 requirements.

List of EHSS policies

1. Electrical work policy and standard
2. Working at height policy and standard
3. Safe driving policy and standard
4. Work permit policy and standard
5. Working in office policy and Office Safety standard
6. Subcontractor selection and OHS Controls policy and standard
7. Incident investigation and reporting policy and standard

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8. Code Practice

It covers code wise practice documents and more than 800 slides presentation. As per details given below;

List of Codes with details

Code: 1 – Process Safety Code	16 files in MS Word / ppt presentation
List of require documents for RC-CODE-Product safety code	01 file in MS Word
Code 1 Process Safety Code ppt presentation	More than 200 ppt slides
Requirements of Process Safety Code	01 file in MS Word
Standard operating procedures (SOPs)	03 standard operating procedure in MS Word
Formats	09 formats in MS Word
Process Safety Code Questionnaire	More than 100 questions
Code: 2 – Employee Health & Safety	09 files in MS Word / ppt presentation
List of require documents for RC-CODE-Employee Health and Safety	01 file in MS Word
Code 2 Employee Health and Safety Code ppt presentation	More than 110 ppt slides
Requirements of Employee Health and Safety Code	01 file in MS Word
Standard operating procedures (SOPs)	01 standard operating procedure in MS Word
Formats	04 formats in MS Word
Employee Health and Safety Code Questionnaire	More than 150 questions
Code: 3 – Pollution Prevention Code	14 files in MS Word / ppt presentation
List of require documents for RC-CODE-Pollution Prevention	01 file in MS Word
Code 3 Pollution Prevention Code ppt presentation	More than 90 ppt slides
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Code 4 Emergency Response Code ppt presentation	More than 90 ppt slides
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Emergency Response Code Questionnaire	More than 100 questions
Code: 5 – Distribution Code	21 files in MS Word / ppt presentation
List of require documents for RC-CODE-Pollution Prevention code	01 file in MS Word
Code 5 Pollution Prevention Code ppt presentation	More than 50 ppt slides
Requirements of Pollution Prevention Code	01 file in MS Word
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Pollution Prevention Code Questionnaire	More than 90 questions

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Code: 6 – Product Safety and Stewardship Code	06 files in MS Word / ppt presentation
List of require documents for RC-CODE- Product Safety and Stewardship code	01 file in MS Word
Code 6 Product Safety and Stewardship Code ppt presentation	More than 80 ppt slides
Requirements of Product Safety and Stewardship Code	01 file in MS Word
Standard operating procedures (SOPs)	01 standard operating procedure in MS Word
Formats	01 formats in MS Word
Product Safety and Stewardship Code Questionnaire	More than 80 questions
Code: 7– Security Code	08 files in MS Word / ppt presentation
List of require documents for RC-CODE- Security code	01 file in MS Word
Code 7 Security Code ppt presentation	More than 60 ppt slides
Requirements of Security Code	01 file in MS Word
Standard operating procedures (SOPs)	02 standard operating procedure in MS Word
Policies	01 policies in MS Word
Formats	01 formats in MS Word
Security Code Questionnaire	More than 50 questions

9. RC 14001:2023 Audit Questionnaire (More than 700 Questions):

There cover audit questions based on RC 14001:2023 requirements as well as for each department. It will be very good tool for the auditors to make audit Questionnaire while auditing and make effectiveness in auditing.

1. RC 14001:2023 requirement wise questions
2. Department wise audit questions to comply for RC 14001:2023

10. Filled sample risk assessment sheet

The ready-to-use risk template in editable form is given to prepare the risk document for the organization. It is given in an excel format and can be used as a template.

11. RC 14001:2023 document matrix

The RC 14001:2023 requirement wise list of documented information reference of this kit is given in document matrix for ready reference to user to understand how this system is made.

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Chapter-2.0 ABOUT COMPANY

Documentation Consultancy is a progressive company promoted by a group of qualified engineers and management graduates having rich experience of 25 years in ISO and management area consultancy and online training areas. The company serves the global customers through on-site and off-site modes of service delivery systems. We offer a full range of consulting services geared towards helping all types of organizations to achieve competitiveness, certifications and compliance to international standards and regulations. So far, we have **more than 4500 clients in more than 101 countries. Our ready-made training and editable documents kit helps the client in making their documents with ease and helps them comply with the related ISO standard faster.**

1. Our promoters and engineers have experience in providing management training, ISO/RC series consultancy for **more than 4500 companies** globally. We have clients **in more than 101 countries.**
2. We are a highly qualified team of 80 members (M.B.A., Degree Engineers). Our director has a rich professional experience in this field (since 1991).
3. We have 100% success rate in ISO/RC series certification for our clients from reputed certifying body. We possess a branded image and are a leading name in the global market.
4. We also suggest continual improvement and cost reduction measures as well as highly informative training presentations and other products that give you payback within 2 months against our cost.
5. We have spent more than 60000 man-days (170 man-years) in the preparation of ISO/RC documents and training slides.

Documentation Consultancy is committed for:

1. Personal involvement & commitment from first day
2. Optimum charges
3. Professional approach
4. Hard work and update the knowledge of team members
5. Strengthening clients by system establishment and providing best training materials in any areas of management to make their house in proper manner
6. To establish strong internal control with the help of system and use of the latest management techniques.

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Chapter-3.0 USER FUNCTION

3.1 Hardware and Software Requirements

A. Hardware

- Our documentation kit can better perform with P4 and higher computers with a minimum of 10 GB hard disk space.
- For better visual impact, you may keep the setting at high color.

B. Software

- Documents written in MS office 2007 and windows xp programs. You are therefore required to have Office 2007 or above with windows xp.

3.2 Features of Documentation kit

- The kit contains all necessary documents as listed above and complies with the requirements of system standards.
- The documents are written in easy-to-understand English language.
- It will save much time in typing and preparing your documents at your own.
- The kit is user-friendly to adopt and easy to learn.
- The kit content is developed under the guidance of experienced experts.
- The kit provides a model of the management system that is simple and free from excessive paperwork.

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Chapter-4.0 BENEFITS OF USING OUR DOCUMENTATION KIT

1. By using these documents, you can save a lot of your precious time while preparing the RC 14001:2023 documents.
2. The kit takes care of all the sections and sub-sections of RC 14001:2023 and helps you to establish better system.
3. This documentation kit enables you to change the contents and print as many copies as you need. The user can modify the documents as per their requirements and create their own RC 14001:2023 documents for their organization.
4. It will save much of the time and cost in document preparation.
5. You will get a better control in your system due to our proven formats.
6. You will also get a better control in your system due to our proven documents and templates developed under the guidance of experts and globally proven consultants. The team has a rich experience of more than 25 years in the ISO/RC consultancy.
7. Our products are highly sold across the globe and are used by many multinational companies. They have expressed a total customer satisfaction as well as experienced value for money.
8. In the preparation of this documentation kit, our team has verified and evaluated the entire content at various levels. More than 1000 hours are spent in the preparation of this product kit.
9. The entire kit is prepared by a globally proven team of leading ISO/RC consultants.

Chapter-5.0 METHOD OF ONLINE DELIVERY

On secured completion of purchase, we provide username and password in 8 hours to download the product from our ftp server. Thus, we provide instant on-line delivery of our products to user by sending e-mail of user name and password.

For purchase, Click Here →



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