

**Process Document: Environmental Management System - Objectives, Targets,
Environmental Management Program**



SHYFT
GROUP
Proprietary & Confidential

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1. **Purpose:** The purpose of this process is to establish and maintain documented environmental objectives and targets to continually improve its environmental operations. The Shyft Group, Inc. develops environmental management programs to assist in achieving the objectives and targets. Environmental management programs include the designation of responsibility for achieving the objectives and targets at each relevant function and level of organization as well as a means and time frame by which they are to be achieved. Targets and objectives shall include where appropriate, actions which reduce the risk of noncompliance with legal requirements and minimize the potential for unplanned or unauthorized releases.
2. **Scope:** This instruction applies to all of The Shyft Group, Inc.
3. **Procedure/Instruction:**
 - 3.1. A list of documented environmental objectives and targets will be maintained, along with associated action steps (management programs) with responsibilities, time frames and means.
 - 3.2. The following information will be considered when developing objectives and targets: legal and other requirements; significant environmental aspects and impacts; prevention of pollution; technological options; financial, operational and business requirements; the environmental policy; and views of interested parties.
 - 3.3. The objectives and targets will be maintained using the Environmental Management Program form.
 - 3.4. The objectives and targets and associated management programs will be reviewed as needed.
 - 3.5. The Management Review Meeting will review environmental programs, their objectives and progress toward achievement.
4. **Definitions:** N/A
5. **Related Documents:**
 - 5.1. [EHS-FR-0046 Environmental Management Program Form](#)
6. **Records:** N/A
7. **Process Flow:** N/A

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