COURSE OVERVIEW HE0767
Certified Environmental Manager

Course Title
Certified Environmental Manager

Course Reference
HE0767

Course Duration/Credits
Five days/3.0 CEUs/30 PDHs

Course Date/Venue

Session(s)	Course Date	Venue
1	February 16-20, 2025	Boardroom 1, Elite Byblos Hotel Al Barsha, Sheikh Zayed Road, Dubai, UAE
2	June 15-19, 2025	Oryx Meeting Room, Double Tree by Hilton Al Saad, Doha, Qatar
3	October 13-17, 2025	Fujairah Meeting Room, Grand Millennium Al Wahda Hotel, Abu Dhabi, UAE
4	December 07-11, 2025	Al Khobar Meeting Room, Hilton Garden Inn, Al Khobar, KSA

Course Description

This practical and highly-interactive course includes various practical sessions and exercises. Theory learnt will be applied using our state of the are simulators.

Environmental issues impact on every organization. The rising costs of energy and raw materials, growing awareness of stakeholders and increasing environmental legislation are forcing organizations to address their own environmental performance.

Many organizations have identified that tackling environmental issues can bring benefits to their business including reduced waste and utility costs, reduced liabilities and access to new markets and investors.

Large organizations recognize that they are responsible for the environmental impacts of their supply chain. They use environmental management systems to help to minimize environmental impacts and are increasingly asking their suppliers to do so, too, as a key of component of tendering and supply procedures.

This course is designed to provide participants with a detailed and up-to-date overview of environmental management. It covers the environmental performance and aspects of a business; the relevant international standards and regulations; the process entailed in reviewing policies and management procedures; the nature of an organization's environmental aspects and impacts; and the purpose and stages of developing an environmental policy.

During this interactive course, participants will learn the process of planning an environmental management programme; the practical techniques of environmental management; the need for, and techniques involved in, environmental awareness and management training; the types of emergency and their impacts on the environment; the process and purpose of internal and external audits; the commercial reasons for producing an environmental report; the advantages and disadvantages of implementing an accredited environmental management system; and the support that is available from environmental services.

Course Objectives

Upon the successful completion of this course, each participant will be able to:-

- Get certified as a "*Certified Environmental Manager*"
- Improve and manage the environmental performance and aspects of a business
- Implement the relevant international standards and regulations as they relate to environmental performance and legal compliance
- Analyze the process entailed in reviewing policies and management procedures
- Evaluate the nature of an organization's environmental aspects and impacts
- Define the purpose and stages of developing an environmental policy
- Describe the process of planning an environmental management programme
- Apply practical techniques of environmental management
- Recognize the need for, and techniques involved in, environmental awareness and management training
- Differentiate the types of emergency and their impacts on the environment
- Identify the process and purpose of internal and external audits
- Enumerate the commercial reasons for producing an environmental report
- Analyze the advantages and disadvantages of implementing an accredited environmental management system
- Identify the support that is available from environmental services

Exclusive Smart Training Kit - H-STK®

Participants of this course will receive the exclusive "Haward Smart Training Kit" (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes electronic version of the course materials, sample video clips of the instructor's actual lectures & practical sessions during the course conveniently saved in a Tablet PC

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Who Should Attend

This course is ideally suited to managers and supervisors who have duties within an existing environmental management system or who have been requested to develop an environmental management system for the first time.

Training Methodology

All our Courses are including **Hands-on Practical Sessions** using equipment, State-of-the-Art Simulators, Drawings, Case Studies, Videos and Exercises. The courses include the following training methodologies as a percentage of the total tuition hours:-

30% Lectures
20% Practical Workshops & Work Presentations
30% Hands-on Practical Exercises & Case Studies
20% Simulators (Hardware & Software) & Videos

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

Course Fee

Dubai	**US$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Doha	**US$ 6,000** per Delegate. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Abu Dhabi	**US$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.
Al Khobar	**US$ 5,500** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day

Accommodation

Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

Course Certificate(s)

(1) Internationally recognized Competency Certificates and Plastic Wallet Cards will be issued to participants who completed a minimum of 80% of the total tuition hours and successfully passed the exam at the end of the course. Successful candidate will be certified as a "*Certified Environmental Manager*". Certificates are valid for 5 years.

Recertification is FOC for a Lifetime.

Sample of Certificates

The following are samples of the certificates that will be awarded to course participants:-

(2) Official Transcript of Records will be provided to the successful delegates with the equivalent number of ANSI/IACET accredited Continuing Education Units (CEUs) earned during the course.

Haward Technology Middle East
Continuing Professional Development (HTME-CPD)

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CEU Official Transcript of Records

TOR Issuance Date: 16-Apr-20

HTME No. PAR182287

Participant Name: Hossam Al Juhari

Program Ref.	Program Title	Program Date	No. of Contact Hours	CEU's
HE0767	Certified Environmental Manager	April 12 - 16, 2020	30	3.0

Total No. of CEU's Earned as of TOR Issuance Date **3.0**

TRUE COPY

Maricel De Guzman
Academic Director

Haward Technology has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this approval, Haward Technology has demonstrated that it complies with the ANSI/IACET 1-2013 Standard which is widely recognized as the standard of good practice internationally. As a result of their Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for programs that qualify under the ANSI/IACET 1-2013 Standard.

Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking Continuing Education Units (CEUs) in accordance with the rules & regulations of the International Association for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology is accredited by

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Certificate Accreditations

Certificates are accredited by the following international accreditation organizations: -

- The International Accreditors for Continuing Education and Training (IACET - USA)

  Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

  Haward Technology's courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

  Haward Technology Middle East will award **3.0 CEUs** (Continuing Education Units) or **30 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant's involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant's CEU and PDH Transcript of Records upon request.

- British Accreditation Council (BAC)

  Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

Course Instructor(s)

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:

Mr. Andrew Ladwig is a **Senior Process & Mechanical Engineer** with over **25 years** of extensive experience within the **Oil & Gas**, **Refinery**, **Petrochemical & Power** industries. His expertise widely covers in the areas of **Ammonia Manufacturing & Process Troubleshooting**, **Distillation Towers**, **Crude Oil Distillation**, **Fundamentals of Distillation** for Engineers, **Distillation** Operation and Troubleshooting, **Advanced Distillation** Troubleshooting, **Distillation** Technology, Vacuum **Distillation**, **Ammonia Storage & Loading** Systems, **Ammonia Plant** Operation, Troubleshooting & Optimization, **Ammonia Recovery**, **Ammonia Plant Safety**, Hazard of **Ammonia Handling**, Storage & Shipping, **Operational Excellence** in **Ammonia Plants**, **Fertilizer Storage** Management (Ammonia & Urea), **Fertilizer Manufacturing** Process Technology, **Sulphur Recovery**, Phenol Recovery & Extraction, **Wax Sweating & Blending**, **Petrochemical & Fertilizer** Plants, **Nitrogen Fertilizer** Production, **Petroleum Industry Process** Engineering, **Refining Process & Petroleum Products**, **Refinery Planning & Economics**, Safe **Refinery Operations**, **Hydrotreating & Hydro-processing**, **Separators** in **Oil & Gas** Industry, **Gas Testing & Energy** Isolations, Gas Liquor Separation, **Industrial Liquid Mixing**, **Wax Bleachers**, **Extractors**, **Fractionation**, Operation & Control of **Distillation**, Process of **Crude ATM & Vacuum Distillation** Unit, **Water Purification**, **Water Transport** & Distribution, **Steam & Electricity**, **Flame Arrestors**, **Coal Processing**, **Environmental Emission Control**, R&D of **Wax Blending**, **Wax** Molding/Slabbing, **Industrial Drying**, Principles, Selection & Design, Certified **Process Plant** Operations, Control & Troubleshooting, **Operator** Responsibilities, **Storage Tanks Operations** & Measurements, **Process Plant** Troubleshooting & Engineering Problem Solving, **Process Plant Performance**, Efficiency & Optimization, Continuous Improvement & Benchmarking, **Process Troubleshooting** Techniques, Oil & Gas Operation/Introduction to **Surface Facilities**, **Pressure Vessel** Operation, **Process Equipment** Performance & Troubleshooting, **Plant Startup & Shutdown**, **Startup & Shutdown** the Plant While Handling Abnormal Conditions, **Flare & Relief** System, **Process Gas Plant** Start-up, Commissioning & Problem Solving, **Process Liquid** and **Process Handling & Measuring** Equipment. Further, he is also well-versed in **Compressors & Turbines** Operation, Maintenance & Troubleshooting, **Heat Exchanger** Overhaul & Testing Techniques, Balancing of **Rotating Machinery** (**BRM**), **Pipe Stress** Analysis, **Valves & Actuators** Technology, Inspect & Maintain **Safeguarding Vent & Relief System**, Certified Inspectors for **Vehicle & Equipment**, Optimizing **Equipment Maintenance** & Replacement Decisions, Certified Maintenance Planner (**CMP**), Certified Planning and Scheduling Professional (**AACE-PSP**), **Tank Design**, Construction, Inspection & Maintenance, **Material Cataloguing**, Specifications, Handling & Storage, **Steam Trap** Design, Operation, Maintenance & Troubleshooting, **Steam Trapping & Control**, **Column**, **Pump & Exchangers**, Troubleshooting & Design, **Rotating Equipment** Operation & Troubleshooting, **Control & ESD** System, **Detailed Engineering Drawings**, Codes & Standards, **Budget** Preparation, Allocation & Cost Control, Root Cause Analysis (**RCA**), **Production Optimization**, Permit to Work (**PTW**), Project Engineering, **Data** Analysis, **Process Hazard** Analysis (**PHA**), **HAZOP** Study, Sampling & Analysis, **Training** Analysis, **Job Analysis** Techniques, Storage & Handling of **Toxic Chemicals & Hazardous Materials**, **Hazardous Material** Classification & Storage/Disposal, **Dangerous Goods**, Environmental Management System (**EMS**), Supply Chain, Purchasing, Procurement, **Logistics** Management & **Transport** & **Warehousing** & **Inventory**, **Risk** Monitoring Authorized Gas Tester (**AGT**), Confined Space Entry (**CSE**), Personal Protective Equipment (**PPE**), Fire & Gas, First Aid and Occupational Health & Safety.

During his career life, Mr. Ladwig has gained his practical experience through his various significant positions and dedication as the **Mechanical Engineer**, **Project Engineer**, **Reliability & Maintenance Engineer**, **Maintenance Support Engineer**, **Process Engineer**, **HSE Supervisor**, **Warehouse Manager**, **Quality Manager**, **Business Analyst**, **Senior Process Controller**, **Process Controller**, **Safety Officer**, **Mechanical Technician**, **Senior Lecturer** and **Senior Consultant/Trainer** for various companies such as the Sasol Ltd., Sasol Wax, Sasol Synfuels, just to name a few.

Mr. Ladwig has a **Bachelor's** degree in **Chemical Engineering** and a **Diploma** in **Mechanical Engineering**. Further, he is a **Certified Instructor/Trainer**, a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management** (**ILM**) and has delivered various trainings, workshops, seminars, courses and conferences internationally.

Course Program

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will be always met:

Day 1

0730 – 0800	*Registration & Coffee*
0800 – 0815	*Welcome & Introduction*
0815 – 0830	***PRE-TEST***
0830 – 0930	***The Environmental Context*** *Ways in which Humans Interact with the Environment ● Terms 'Climate Change', 'Air', 'Water & Land Pollution', 'Biodiversity' & 'Depletion of Natural Resources' ● Costs of Environmental Pollution in Economic Terms to a Country & a Business*
0930 – 0945	*Break*
0945 – 1100	***The Environmental Context (cont'd)*** *Basic Terms the Hydrological Cycle & the Carbon Cycle ● Business Benefits of Good Environmental Management ● Terms: Environmental Aspect & Impact; Environmental Policy; Sustainability; Resource Consumption; Risk Management; Waste Minimization & Waste Hierarchy*
1100 – 1230	***Environmental Legislations, Standards & Regulations*** *Key Aspects & Requirements of the International Standards with Particular Reference to the Environmental Protection, ISO 14001, Waste, Water Pollution, Statutory Nuisance, & Producer Responsibilities ● Importance of International Conventions ● How National & International Legislation Impact on Commercial Activities*
1230 – 1245	*Break*
1245 – 1420	***Environmental Legislations, Standards & Regulations (cont'd)*** *Nature of Legislation & Associated Guidance ● Role of the Regulatory Authorities ● Consequences of Non-Compliance*
1420 – 1430	***Recap***
1430	*Lunch & End of Day One*

Day 2

0730 – 0930	***Environmental Management*** *Common Management Systems Used by Organizations, such as ISO 9000, Investors in People & BS 8800 ● Relationship Between Common Management Systems & Environmental Management Systems*
0930 – 0945	*Break*
0945 – 1100	***Environmental Management (cont'd)*** *Integrate Environmental Management into an Organization's Existing Management Structure ● Appropriate Techniques to Communicate the Commercial Need & Benefit of Environmental Management to Senior Management, such as SWOT Analysis & Stakeholder Analysis*
1100 – 1230	***Environmental Aspects*** *How an Organization's Activities can Effect the Environment ● Organization's Environmental Aspects ● Significance of Environmental Effects in Order to Prioritize an Organization's Environmental Activities ● Indirect Aspects of the Organization's that might have an Influence Over Supplier Performance & Methods to Develop Supplier Performance*

1230 – 1245	*Break*
1245 – 1420	***Environmental Policy*** *Environmental Policy ● Appropriate Techniques to Disseminate the Policy*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Two*

Day 3

0730 – 0930	***Environmental Management Programme*** *Suitable Activities to Improve Environmental Performance ● Plans to Improve Environmental Performance ● Monitor & Evaluate the Effectiveness of Implementation*
0930 – 0945	*Break*
0945 – 1100	***Environmental Management Programme (cont'd)*** *Manager's Role in Setting, Communicating & Monitoring Objectives & Targets ● Importance of Monitoring Procedures & Developing Environmental Performance Indicators ● Importance of Regular Management Reviews & Internal Audit Processes ● Role of Management in Investigating Failure to Meet the Environmental Policy*
1100 – 1230	***Environmental Management Techniques*** *Describe Practical Environmental Management Techniques in Waste Minimization, Energy & Transport Management, Pollution Control, Resource Use & Other Relevant Areas ● Actions Needed to Improve Performance*
1230 – 1245	*Break*
1245 – 1420	***Environmental Management Techniques (cont'd)*** *Changes in Work activities to Improve Environmental Performance*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Three*

Day 4

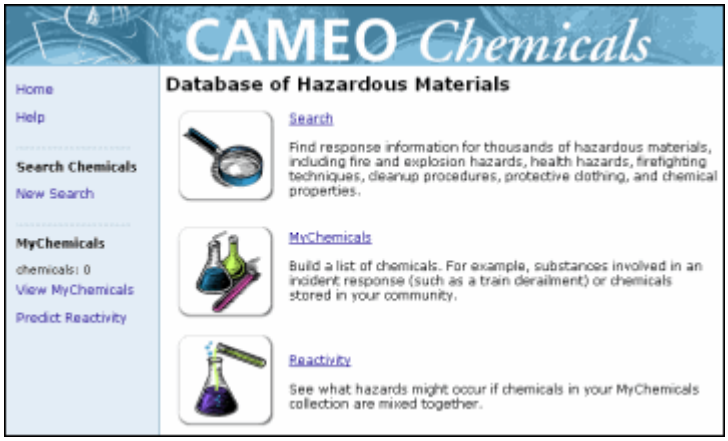
0730 – 0930	***Environmental Management Training*** *Benefits of Environmental Awareness & Management Education ● Relevant Factors to be Considered in the Development & Content of the Training Programme*
0930 – 0945	*Break*
1100 – 1230	***Emergency Planning*** *Types of Emergency Situation that might have an Impact on the Environment ● How Prior Preparation & Provision of Training & Resources can Mitigate any Effects ● Reporting Requirements of Pollution Incidents to Regulatory Agencies*
1230 – 1245	*Break*
1245 – 1420	***Environmental Auditing*** *Specification for Auditing Environmental Performance ● Internal Audit to an Agreed Specification & make Recommendations Based on Results ● Specification for Auditing Environmental Performance ● Support the External Audit Process*
1420 – 1430	***Recap***
1430	*Lunch & End of Day Four*

Day 5

0730 – 0930	***Environmental Reporting*** *Environmental Report Tailored for Presentation to Different External Stakeholders ● Different Format Options for Presenting Environmental Information*
0930 – 0945	*Break*
0945 – 1100	***Environmental Reporting (cont'd)*** *Different Reporting Initiatives with Guidelines for Producing an Environmental Report ● Environmental Report Adopting Good Practice Features*
1100 – 1230	***Environmental Management Standards*** *Components of such Systems ● Key Stages of the Environmental Management Loop ● Difference Between Eco Management & Audit System (EMAS), ISO 14001 Systems, BS 8555 & other Preparatory Systems*
1230 – 1245	*Break*
1245 – 1300	***Environmental Support Organizations*** *Types of Environmental Support Services Available ● Tasks Undertaken by Different Environmental Professionals & Consultancies*
1300 – 1315	***Course Conclusion***
1315 – 1415	***COMPETENCY EXAM***
1415 – 1430	*Presentation of Course Certificates*
1430	*Lunch & End of Course*

Simulators (Hands-on Practical Sessions)

Practical sessions will be organized during the course for delegates to practice the theory learnt. Delegates will be provided with an opportunity to carryout various exercises using the Environmental simulators "CAMEO Chemicals Suite Software", "US EPA SCREEN3 Model" and "AERSCREEN Model".



CAMEO Chemicals Suite Software

US EPA SCREEN3 Model

AERSCREEN Model

Course Coordinator

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