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(Finance &amp; Admin Department)

Document / Form No.	Document / Form Name	Revision No.	Date
EM-01	Environmental Management System Manual	1	1/1/2006
CP-01	Environmental Policy	1	1/1/2006
O&T-2006	Objectives, Targets and Programmes	1	1/1/2006
EP-01	Identification of Environmental Aspects and Significance Evaluation	1	1/1/2006
EP-02	Review of Legal and Other Requirements	1	1/1/2006
EP-03	Training	1	1/1/2006
EP-04	Control of Documents	1	1/1/2006
EP-05	Environmental Emergency Preparedness and Response	1	1/1/2006
EP-06	Environmental Monitoring and Evaluation of Compliance	1	1/1/2006
EP-07	Enquiry / Complaint / Nonconformity Handling	1	1/1/2006
EP-08	Control of Records	1	1/1/2006
EP-09	Internal Audit	1	1/1/2006
EAR-01	Register of Environmental Aspects	1	1/1/2006
LR-01	Register of Legal and Other Requirements	1	1/1/2006
EI-01	Environmental Management Plan	1	1/1/2006
EI-02	Waste Management Plan	1	1/1/2006
EI-03	Building and Civil Engineering Design	1	1/1/2006
EI-04	Best Practices for Construction Activities	1	1/1/2006
EI-05	Selection and Control of Contractors Regarding Environmental Performance	1	1/1/2006
EI-06	Green Procurement for Office	1	1/1/2006
EI-07	Environmental Office Practices	1	1/1/2006
EI-08	Environmental Practices for Using Company's Vehicle	1	1/1/2006
EF-EP03-01	Training Plan	1	1/1/2006
EF-EP03-02	Training Attendance Records	1	1/1/2006
EF-EP04-01	Master List of Documents / Forms / External Documents	1	1/1/2006
EF-EP04-02	Document Distribution Record	1	1/1/2006

<b>Document / Form No.</b>	<b>Document / Form Name</b>	<b>Revision No.</b>	<b>Date</b>
EF-EP05-01	<i>Emergency Drill Report</i>	1	1/1/2006
EF-EP05-02	<i>Accident Report</i>	1	1/1/2006
EF-EP06-01	<i>Monitoring Plan</i>	1	1/1/2006
EF-EI01-01	<i>Environmental Management Plan</i>	1	1/1/2006
EF-EI02-01	<i>Waste Management Plan</i>	1	1/1/2006
EG-EI03-01	<i>Guidelines on Environmental Considerations for Building / Civil Engineering Design</i>	1	1/1/2006
EG-EI03-02	<i>Guidelines on Environmental Considerations for Selection of Products/Materials</i>	1	1/1/2006
EF-EI04-01	<i>Environmental Site Inspection Checklist</i>	1	1/1/2006
EF-EI05-01	<i>Contractor Evaluation Form</i>	1	1/1/2006
EG-EI06-01	<i>Environmental Guidance Notes for Supplier / Contractor</i>	1	1/1/2006
EF-EI06-01	<i>Service Provider Evaluation Form</i>	1	1/1/2006
EF-EI06-02	<i>Supplier Evaluation Form</i>	1	1/1/2006
EF-EI06-03	<i>Service Provider / Supplier Performance Assessment Form</i>	1	1/1/2006
EF-EI07-01	<i>Monthly Office Inspection Checklist</i>	1	1/1/2006
EF-EI08-01	<i>Car Inspection Log Book</i>	1	1/1/2006
EF-EP07-01	<i>Corrective Action Report (CAR)</i>	1	1/1/2006
EF-EP07-02	<i>CAR Status Log</i>	1	1/1/2006
EF-EP07-03	<i>Communication Log</i>	1	1/1/2006
EF-EP08-01	<i>Master List of Environmental Records</i>	1	1/1/2006
EF-EP09-01	<i>Audit Plan</i>	1	1/1/2006
EF-EP09-02	<i>Audit Checklist</i>	1	1/1/2006
EF-EP09-03	<i>Internal Audit Report</i>	1	1/1/2006