

PO-DIRAMB-004

Avaliação de desempenho ambiental



**PORTOS
DO PARANÁ**
LOGÍSTICA INTELIGENTE



PARANÁ
GOVERNO
DO ESTADO



PROCEDURE FOR THE ENVIRONMENTAL PERFORMANCE ASSESSMENT



CHANGE INDEX

ALT	DATE	DESCRIPTION AND / OR PAGES REACHED
00	07/06/2017	Initial issue
01	11/06/2019	1st Review
02	10/27/2020	2nd Review

Requirement (s): Conama Resolution No. 306/2002, art. 4th (Annex II; 1; XIV); ISO 14001: 2015, clause 9



Maximum deadline for review: 12/31/2022

ELABORATION:	CRITICAL ANALYSIS:	APPROVAL:
Diramb technical team	Thales Schwanka Trevisan Environment Manager	João Paulo Ribeiro Santana Environment Director

	INTEGRATED MANAGEMENT SYSTEM	Rev .: 02	
	PROCEDURE	Page: 03/15	
Environmental performance assessment		Code: PO-DIRAMB-004	

Summary

1	GOAL	4
2	APPLICATION FIELD	4
3	REFERENCE DOCUMENTS	4
4	TERMS AND DEFINITIONS	4
5	DESCRIPTION	5
5.1	CRITICAL ANALYSIS OF THE PERFORMANCE OF ENVIRONMENTAL PROGRAMS ...	13
5.2	INTERNAL ENVIRONMENTAL AUDITIONS	13
5.3	INDEPENDENT ENVIRONMENTAL AUDITIONS	13
5.4	ANTAQ ENVIRONMENTAL PERFORMANCE INDEX (IDA).....	13
5.5	IMPROVEMENT ACTIONS PLAN, CORRECTIONS AND CORRECTIVE ACTIONS.....	14
5.6	REVIEW OF OBJECTIVES AND GOALS/INDICATORS	14
6	AUTHORITY AND RESPONSIBILITY	14
7	DOCUMENTED INFORMATION CONTROL	15
8	DISCLOSURE	15

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 04/15	
Environmental performance assessment			Code: PO-DIRAMB-004

1 GOAL

Establish, implement and maintain a process to evaluate the performance of the Environmental Management System (EMS) of Portos do Paraná.

2 APPLICATION FIELD

It applies to all the actions performed by Portos do Paraná, related to environmental management and the integrated management system established in the company.



3 REFERENCE DOCUMENTS

- Federal Law N.º 6.938/1981: implements the National Environment Policy, its purposes and formulation and application mechanisms, and provides other measures;
- Federal Law N.º 9.605/1998: addresses the criminal and administrative sanctions resulting from conducts and activities that are harmful to the environment, and provides other measures;
- Federal Law N.º 9.966/2000: addresses the prevention, control and inspection of pollution caused by the release of oil and other harmful or dangerous substances in waters under national jurisdiction and provides other measures.
- National Environment Council (CONAMA) Resolution N.º 381/2006: Amends provisions for Resolution n.º 306/2002, and Annex II, which provides for the minimum requirements for carrying out an environmental audit;
- National Environment Council (CONAMA) Resolution N.º 306/2006: establishes the minimum requirements and the term of reference for carrying out environmental audits;
- ISO 14001: 2015 - Environmental management systems.

4 TERMS AND DEFINITIONS

Environmental objective: objective defined by the organization, consistent with its environmental policy.

Requirement: need or expectation that is stated, usually implied or mandatory.

	INTEGRATED MANAGEMENT SYSTEM	Rev .: 02	
	PROCEDURE	Page: 05/15	
Environmental performance assessment		Code: PO-DIRAMB-004	

Audition: systematic, independent and documented process for obtaining audit evidence and evaluating it objectively, to determine the extent to which the audit criteria are met.

Conformity: meeting a requirement.

Non-compliance: failure to meet a requirement.

Corrective action: action to eliminate the cause of a non-compliance and to prevent recurrence.

Environmental performance: performance related to the management of environmental aspects.



5 DESCRIPTION

Portos do Paraná's environmental performance assessment process takes place through four main tools:



1. Critical analysis of the performance of environmental programs;
2. Internal, environmental and risks management audits;
3. Independent (external) environmental audits, in compliance with Conama 306 and PGR;
4. Evaluation of Antaq's Environmental Performance Index (IDA).

Considering the first three assessment tools, the analysis criteria are the environmental objectives and goals, as well as standards/recommendations contained in legal requirements and other requirements. The fourth tool is based on assessment criteria established by the National Waterway Transport Agency (Antaq), observing not only legal requirements, but international good practices.



The environmental objectives and goals established within the scope of Portos do Paraná's activities are, therefore, listed in the table presented below, along with the legal requirements for each goal, related plans and programs and the current situation of meeting the goals / indicators.

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 06/15	
Environmental performance assessment		Code: PO-DIRAMB-004	



Specific objectives	Goals	Legal requirements	Related plans and programs	Achievement status
Establish actions to promote environmental quality, occupational health and safety by meeting legal requirements and good practices	Update the Integrated Management System Regulation frequently, establishing minimum rules and procedures for the development of activities that represent risks to the environment and health or human life.	Law N° 12.815/2013; Law N° 6.938/1981;	Environmental Management Program	Under achievement
	Carry out inspections of environmental, safety and health procedures at least once a week in the port area, seeking compliance with the IMS Regulation and applicable environmental and labor legislation.	Antaq Res. N° 3274/2014; Law N° 9.966/2000		Under achievement
	Monitor the consumption of water and electricity, aiming at reducing it.			Partially accomplished ¹
	Search for technological alternatives aiming at greater efficiency of the port's services, combined with the minimization of environmental impacts.	Law 6.938/1981		Partially accomplished ²
	Accomplish the conditions established in the environmental licenses under the responsibility of Portos do Paraná.	CONAMA Res. N° 237/1997		Accomplished
	Conduct performance audits periodically on directly contracted service providers.	ISO 14001:2015		Accomplished
	Train human resources annually for environmental management.	ISO 14001:2015		Partially accomplished ³
	Prepare annual reports to environmental agencies.	CONAMA Res. N° 237/1997		Under achievement
Maintain an integrated management system (IMS) for	Review the IMS procedures annually.			Under achievement

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 07/15	
Environmental performance assessment		Code: PO-DIRAMB-004	



Specific objectives	Goals	Legal requirements	Related plans and programs	Achievement status
the environment, safety and health, based on ISO and OHSAS systems	Annually review the IMS handbook, objectives and goals and environmental aspects and impacts.	ISO 14001:2015 and ISO 45001:2018	Environmental Management Program	Under achievement
	Disclose the IMS to all employees and third parties.			Under achievement
Evaluate the performance of environmental actions, plans and programs through internal and external audits for continuous improvement	Conduct internal audits every six months.	Law N° 9.966/2000	Environmental Audit Program	Under achievement
	Perform an environmental audit in compliance with CONAMA Resolution N° 306/02 every two years.			Under achievement
Disseminate information and activities related to the port, both to the neighboring community and to port workers, in addition to receiving and answering doubts, complaints and suggestions	Execute educational actions monthly to the internal and external public of Portos do Paraná.	IN Ibama N° 02/2012, Law N° 9.795/1999	Social Communication Program, Environmental Education Program and other socio-environmental projects	Under achievement
	Make fortnightly publications on the official website of Portos do Paraná, as well as on social networks, publicizing the actions and activities related to port activity.			Under achievement
	Answer all calls received at the Portos do Paraná Ombudsman.			Under achievement
	Conduct monthly environmental education and communication actions with the port community.			Under achievement
Raising awareness among affected social groups and port workers and building a critical sense of understanding their role as an agent in the process	Evaluate the effectiveness of dissemination and awareness every six months using indicators.	IN Ibama N° 02/2012; Law N° 9.795/1999	Environmental Education Program	Under achievement

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 08/15	
Environmental performance assessment		Code: PO-DIRAMB-004	



Specific objectives	Goals	Legal requirements	Related plans and programs	Achievement status
of improving individual and collective quality of life				
Monitor infrastructure works and carry out studies to support the minimization of the impacts of heavy vehicle traffic in the urban areas of Paranaguá and Antonina	Gather annually information on infrastructure works, on road traffic planning and on the actions of the Port Authority.	Law Nº 12.815/2013; Law Nº 6.938/1981	Traffic Management Program	Under achievement
	Develop, according to the needs of Portos do Paraná, traffic management studies that address signaling, rearranging, speed reducers and movement restrictions for heavy vehicles.			Under achievement
Monitor ship ballast water management	Inspect 100% of ships for checks provided for in the International Convention on Control and Management of Ballast Water and Ship Sediments, in NORMAM-20 and in IMO Resolution A.868.	NORMAM-20 / DPC	Ballast Water Management Verification Program	Under achievement
Reduce and control vector populations through environmental management and periodically monitoring	Maintain an ongoing service contract with a company specialized in pest control.	Anvisa DRC Nº 072/2019	Vector proliferation control program	Under achievement
Recover contaminated, degraded and/or impacted areas	Keep a record of areas with environmental liabilities, seeking to make samples and monitor these areas.	NBR 15.515: 2011 - Environmental liability in soil and groundwater	Environmental Liabilities Recovery Program	Under achievement
Minimize the generation of waste at the source, adjust	Audit the collection, transportation and final disposal systems on a monthly basis.	Law 12.305/2010		Under achievement

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 09/15	
Environmental performance assessment		Code: PO-DIRAMB-004	

Specific objectives	Goals	Legal requirements	Related plans and programs	Achievement status
segregation, control and reduce risks to the environment and ensure correct handling and final disposal	Train the port community monthly on topics related to solid waste management.		Solid Waste Management Program	Under achievement
	Update the Solid Waste Management Program annually.			Under achievement
Analyze the sources of generation of effluents and characterize them, as well as verify alternatives for their management	Audit the effluent treatment and final disposal systems and rainwater drainage network on a monthly basis.	CONAMA Resolutions N° 357/2005 and N° 430/2011	Effluent Management Program	Under achievement
	Monitor rainwater, raw and treated effluents on a quarterly basis.			Under achievement
	Keep the mapping of the entire drainage and effluent network up to date.			Under achievement
Identify, evaluate and monitor sources of atmospheric emissions	Monitor black smoke from diesel vehicles in APPA's internal fleet monthly and from at least 400 trucks.	Conama Resolution N° 491/2018	Air Emissions Management Program	Under achievement
	Monthly monitor the quality of the surrounding air.			Under achievement
	Inventory every six months fixed sources of atmospheric emissions.			Under achievement
Monitor and propose actions to mitigate noise emissions resulting from port activities	Monthly monitor sound pressure levels during the day and night.	Conama Resolution N° 1/1990	Noise Emission Management Program	Under achievement
Detect, through periodic analyzes, possible changes in water quality parameters in the estuary and contribute to the	Monitor water quality parameters on a quarterly basis.	Conama Resolution N° 357/2005	Water Quality Monitoring Program	Under achievement



	INTEGRATED MANAGEMENT SYSTEM	Rev. : 02	
	PROCEDURE	Page: 10/15	
Environmental performance assessment		Code: PO-DIRAMB-004	

Specific objectives	Goals	Legal requirements	Related plans and programs	Achievement status
control and minimization of impacts resulting from port activities				
To verify changes in the physical-chemical parameters of the sediments in the area influenced by the ports, assessing the possible impacts that occurred in that location	Monitor sediment quality parameters on a quarterly basis.	Conama Resolution N° 454/2012	Sediment Quality Monitoring Program	Under achievement
To evaluate, in a spatial and temporal character, the behavior of mangroves	Monitor phytosociological parameters on a quarterly basis in the mangroves of Amparo, Oceania and Rocio.	LO N° 1173/2013	Mangrove Monitoring Program	Under achievement
	Monitor the erosion processes of Rocio and Oceania mangroves every two months.			Under achievement
	Perform bimonthly cleaning actions in the mangrove forests of Rocio and Oceania.			Under achievement
Monitor the impact of operational activities, in addition to the damage caused by eventual contamination, on the biotic structure inserted in Paranaguá Bay and the adjacent coastal environment	Quarterly monitor the planktonic community, the benthic community, the ichthyofauna and carcinofauna, cetaceans and turtles and tissue contamination by heavy metals and hydrocarbons at sampling points located in the CEP.	LO N° 1173/2013	Aquatic Biota Monitoring Program and Determination of Bioindicators.	Under achievement
	Monitor the avifauna monthly.			Under achievement
Generate information about fishing in the area in the	Get daily information on landings and fishing effort, as well as characteristics of fisheries and landing places.	PROZEE-SEAP-IBAMA/2006	Fisheries Activity Monitoring Program	Under achievement

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 11/15	
Environmental performance assessment		Code: PO-DIRAMB-004	

Specific objectives	Goals	Legal requirements	Related plans and programs	Achievement status
Paranaguá Estuarine Complex in order to support other studies on the performance of fishing activity				
Monitor the impact of dredging activities on the biotic and/or physical structure of the Paranaguá Estuarine Complex and on the adjacent coastal environment.	Execute environmental programs as proposed by the Dredging Plan and/or provisions contained in the letter and technical opinion that authorize the activity.	Conama Resolution N° 454/2012	Monitoring programs during maintenance dredging.	Under achievement
Meet the requirements of CONAMA Resolution N° 398/08	Execute the Individual Emergency Plan (PEI), keep it updated and annually send records of training, simulations and reports of emergency assistance to IBAMA.	Conama Resolution N° 398/1998	PEI and PA	Under achievement
	Coordinate the Area Plan (PA), keep it updated and operational and send to IBAMA records of training, simulations and reports of emergency care annually.			Under achievement
Comply with labor legislation applicable to the workforce of Portos do Paraná	Continuously carry out the action plan of the Environmental Risk Prevention Program (PPRA).	Regulatory Standard 9	PPRA	Under achievement
	Review PPRA's action plan monthly at a board meeting.			Under achievement
	Train employees in mandatory training provided for in regulatory standards and update training as required.			Under achievement

Specific objectives	Goals	Legal requirements	Related plans and programs	Achievement status
	Keep the Occupational Health Medical Control Plan (PCMSO) updated and prepare an annual report.	Regulatory Standard 7	PCMSO	Under achievement
	Maintain Specialized Service in Safety Engineering and Occupational Medicine - SESMT.	Regulatory Standard 4	Environmental Management Program	Under achievement
	Keep updated work accident history.			Under achievement
Comply with Regulatory Standard 29 requirements associated with emergencies	Execute the Emergency Control Plan (PCE), keep it updated and keep records of simulated training.	Regulatory Standard 29	PCE	Under achievement
	Coordinate the Mutual Aid Plan (PAM), keep it updated and keep records of simulated training.		WFP	Under achievement

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 13/15	
Environmental performance assessment			Code: PO-DIRAMB-004

5.1 Critical analysis of the performance of environmental programs

The critical analysis regarding the results of the environmental programs is carried out every year, taking into account their objectives and goals, as well as the standards established in the current legislation and/or recommendations of other competent authorities. The responsibility of this evaluation belongs to the technical team of the Environmental Sector from Portos do Paraná (Diramb) and to the company hired to provide technical support for environmental management and the execution of environmental programs. The evidences comprise activity reports (RSA), including notes and observations, proposals for corrections and/or recommendation of a detailed investigation of any NC for the proposal of corrective action.

5.2 Internal environmental audits



In order to assess the environmental performance for continuous improvement of the IMS, the Environmental Management System is audited every six months by a team of internal auditors from Diramb and/or the company hired to provide technical support for environmental management.

5.3 Independent environmental audits

Every two years, the Environmental Management System is audited by a team of independent (external) professional environmental auditors certified in the Register of Certified Auditors (RAC) of the National Personnel Qualification and Certification System (SNQC).

5.4 Antaq Environmental Performance Index (IDA)

Annually, on a voluntary basis, Portos do Paraná undergoes the assessment of the Environmental Performance Index (IDA) of the National Waterway Transport Agency (Antaq). The index criteria are based on legal requirements and international good practices. Since 2012, it takes place through the provision of information on environmental management by the Environment Manager, on a specific platform by Antaq.

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 14/15	
Environmental performance assessment		Code: PO-DIRAMB-004	

5.5 Improvement actions plan, corrections and corrective actions



When the possibility of improving a process is identified through the application of any of the previous assessment tools, an observation should be made in order to improve it. The same should occur in the face of unmet goals or unmet requirements, which are responsible for registering non-compliance and proposing correction and/or investigating for proposing corrective action for complete and comprehensive sanitation of non-compliance. Regardless of the type of deal needed for registration (observation, correction or corrective action), all must be managed through an Action Plan setting out the measures to be taken, with the establishment of a schedule detailing all the steps to be followed for full accomplishment.

5.6 Review of objectives and goals/indicators

The environmental objectives and goals established in this procedure will be reviewed every two years and/or when there is a change in the environmental programs and plans executed by Portos do Paraná. It will be associated with the IMS risk assessment process (environmental aspects, hazards, legal requirements and other requirements). The Environment Management Sector and its technical team is responsible for reviewing the objectives and goals, and the person responsible for its final approval is the Environment Manager.

6 AUTHORITY AND RESPONSIBILITY

Process / sub-process / task	Method	Responsibility	Authority
Environmental performance assessment	5 Erro! Fonte de referência não encontrada.	Environment Manager	Environment Director
Critical analysis of environmental programs	5.1	Technical team of the Environment and the company implementing environmental programs	Environment Manager
Internal environmental audit	5.2	EMS technical support company	Environment Manager
External environmental audit	5.3	EMS technical support company	Environment Manager
IDA Evaluation	5.4	Environment Manager	Environment Director
Action plan for improvement	5.5	Technical team of the Environment and the company implementing environmental programs	Environment Manager
Review of objectives and targets	5.6	Technical team of the Environment and the company implementing environmental programs	Environment Manager

	INTEGRATED MANAGEMENT SYSTEM	Rev.: 02	
	PROCEDURE	Page: 15/15	
Environmental performance assessment		Code: PO-DIRAMB-004	

7 DOCUMENTED INFORMATION CONTROL

The retention of documented information associated with the environmental performance assessment is the responsibility of the Diramb team in a specific folder on the server.

8 DISCLOSURE

This procedure must be disclosed electronically to all Diramb and contractor employees for technical support for the environment and execution of environmental programs.