



# SOQ

Statement of  
Qualifications



## Environmental Compliance and Sustainability Solutions

*Empowering you to achieve sustainable excellence*



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# INTRODUCTION

## COMPANY HISTORY

Environmental Compliance and Sustainability Solutions (ECSS) is a boutique consulting firm specializing in environmental regulation compliance, environmental management systems (ISO 14001) certification, and Environment, Social, and Governance (ESG) strategy deployment and reporting.

ECSS is here to help small to medium-sized businesses meet their environmental responsibilities and achieve their sustainability goals with confidence and ease. Our mission is to manage the environmental and sustainability aspects of your business so that you can focus on what you do best – your core business.

ECSS was founded in 2024 by a seasoned environmental and sustainability professional with over 16 years of experience in the biotechnology industry. Drawing on a wealth of expertise in devising and deploying sustainable initiatives, the founder set out to create a firm dedicated to driving environmental and social responsibility.

With a strategic approach to redesigning processes, ECSS focuses on improving sustainability metrics, reporting standards, and regulatory compliance. The company's commitment to delivering positive environmental, social, and governance outcomes ensures that value is provided to stakeholders while fostering sustainable growth.

## MISSION STATEMENT

Our mission at ECSS is to manage the environmental aspects of your business so that you can focus on what you do best – your core business.

## CUSTOMER SERVICE

Our commitment to providing exceptional customer service is at the heart of everything we do. Our goal is to exceed your expectations in every interaction, ensuring your experience with us is seamless, efficient, and rewarding.

### **Our Promise to You:**

**Respect and Understanding:** We treat every client with respect, approaching each interaction with empathy and a genuine desire to understand your unique needs and challenges.

**Clear Communication:** We prioritize clear, open, and honest communication at all times. You can expect timely responses to your inquiries, transparent information about our services, and regular updates throughout our engagement.

**Expertise and Excellence:** With 16 years of manufacturing experience, we bring a wealth of knowledge to every project. We are committed to delivering high-quality solutions that are tailored to your specific goals and objectives.

**Proactive Problem-Solving:** We anticipate potential issues and address them proactively, ensuring that your consulting experience is smooth and

successful. We are always ready to go the extra mile to find the best solutions for you.

**Continuous Improvement:** We constantly seek ways to enhance our services by listening to your feedback and staying up-to-date with industry trends and best practices. Your satisfaction is our top priority, and We are dedicated to continually improving our services to meet your evolving needs.



**Helga Halvorsen, PhD**  
**President**

*"I believe that companies can be both sustainable and profitable. I founded ECSS to assist companies to streamline their environmental compliance obligations, enhance the efficiency of their Environmental Management System, and leverage a customized ESG program to drive sales. Let me handle all the environmental aspects of your business, so you can focus on what you do best – your core business!"*

## MEET THE PRESIDENT

Dr. Helga Halvorsen is a seasoned sustainability analyst with over 16 years of rich experience in the biotechnology industry. Based in Ottawa, Ontario, she has made significant strides in devising and deploying sustainable initiatives that drive environmental, social, and governance (ESG) outcomes. Helga's journey in sustainability has been marked by her strategic leadership, deep commitment, and innovative approach to process redesigns aimed at improving sustainability metrics, reporting standards, and regulatory compliance.

Before founding ECSS, Helga served in various pivotal roles at an international biotechnology firm from 2012 to June 2024. As a Regional Sustainability Analyst, she led efforts to achieve sustainability targets across North and South America, significantly increasing the waste diversion rate and water savings across the region. Additionally, as the Women's Initiative Network Leader, Helga developed and led an international mentorship program for women, focusing on career development and professional growth. Her leadership in this area not only expanded the program significantly but also delivered impactful professional development events.

Helga Halvorsen holds a Doctorate in Philosophy from the University of Ottawa, a Master of Science, and an HBS in Chemistry with Environmental Sciences from the University of Western Ontario. She is certified in Canadian Law and Compliance by the Chartered Institute of Professional Certifications and is an ISO 14001 Lead Auditor and ISO 9001 Assistant Auditor.

Helga is a regular presenter at major conferences such as the 11th Annual American Water Summit, World Water Week, and the 28th Annual River Symposium.

Helga Halvorsen is a thought leader in sustainability, with extensive experience and a proven track record in driving positive environmental, social, and governance outcomes while delivering value to stakeholders and fostering sustainable growth.

# APPROACH

Our goal here at ECSS is to empower you to achieve sustainable excellence. We are flexible to provide as much or as little support as you need, fitting into your budget.

If you're looking for help on a specific project, something with a defined beginning and end, project-based services would likely serve you best. Or perhaps you are looking to outsource your environmental services department and need help with all your environmental compliance and management system requirements, here subscription services would be best suited.

## PROJECT-BASED SERVICES

Project-based services are best suited when there is a clear beginning and end to a body of work. For example, government submissions, regulatory compliance audit, development of a compliance management plan, a risk assessment, or training. If you're looking for help and think that a project-based service is the best way to go our first step is to clearly define the scope, deliverables, and desired timeline. We can work together to define a project scope that meets your needs and your budget.

## SUBSCRIPTION SERVICES

If you need more support than a one-off project a subscription service may be the right choice for you. Subscription services work great when a company wants to outsource their environmental compliance and management system work. There are many reasons why it may be advantageous for you to engage ECSS in a subscription service:

- Personnel resources are scarce and it makes more sense to focus your internal resources on your core business.
- You need support for a short period of time, for example to cover a parental leave, and don't want the fuss of hiring a contract employee who needs training.
- Subscription services fees are set making the management of your budget easier.
- It is more cost effective than hiring an individual to manage your environmental portfolio.

Regardless of your reason, ECSS would be happy to provide services on a subscription basis. We can work together to define a scope of responsibilities that works for your budget.

# SERVICES

## ENVIRONMENTAL COMPLIANCE



### Regulatory Compliance Means

- Knowing and understanding your obligations
- Meeting your obligations to report
- Developing a systematic approach to meeting your obligations (compliance management plan)
- Preparing for environmental emergencies

Understand how when your organization or process changes your obligations may also change – risk assessments

Navigating environmental regulations can be daunting for many businesses, but we are here to help you understand your responsibilities and how to meet them.

### REGULATORY COMPLIANCE AUDIT

We will conduct an audit to review how you are currently meeting your regulatory obligations and uncover any possible gaps. This review will encompass permits as well as federal and provincial/state regulations and guidelines relevant to your business. These audits can help with your business insurance costs. They are also highly recommended before acquisitions or mergers.

### ENVIRONMENTAL REPORTING

We can perform all necessary governmental reporting on your behalf. For example, we can complete immediate notification of spills as well as spill reports. Additionally, with respect to larger governmental reports such as GHG, NPRI, etc. we can perform all the required data gathering, recordkeeping, calculations, and submit the report on your behalf.

### COMPLIANCE MANAGEMENT PLAN DEVELOPMENT

Never be caught unprepared again! We can help you develop a robust compliance management plan that outlines all required actions and records to keep you on the right side of environmental law. We will work with you to integrate this plan with your internal processes streamlining work and maximizing efficiencies.

### ENVIRONMENTAL EMERGENCY

Develop spill response plans, craft neighbor notifications, as well as develop and execute site-wide response training.

### RISK ASSESSMENTS

Are you considering implementing a new process, new equipment, or a change to your raw materials? Or perhaps your production process is staying the same but production volumes are changing. Any of these changes can impact your environmental regulatory obligations. We can perform an environmental risk assessment before you implement any change so that you understand your responsibilities and how to meet them.

# ENVIRONMENTAL MANAGEMENT SYSTEMS (ISO 14001)

An Environmental Management System (EMS) like ISO 14001 is the best way to demonstrate your commitment to sustainable excellence to your customers. However, compliance with ISO 14001 can sometimes feel like a mere box-checking exercise, and instead of ISO 14001 working for you, you end up working for it. But we are here to help. Whether you already have ISO 14001 accreditation or are looking to achieve it, we will integrate ISO 14001 with your business systems, ensuring it works seamlessly to enhance compliance and sustainability.

Who should become  
ISO14001 certified?

You!

If,

- Your organization falls under any federal or provincial/state environmental acts or regulations, requiring you to report
- You have a license to pollute, like an Environmental Compliance Approval in Ontario or a special discharge permit with your local municipality
- Your customers are interested in the sustainability of your processes

## ISO 14001 ACCREDITATION

At ECSS, we have a structured process to help you achieve ISO 14001:2015 certification:

### Step 1: Gap Analysis & Project Plan

We will conduct a gap analysis to understand your current way of working and what is needed to meet the ISO 14001 standard. Once we know what needs to be done, we can create the project plan which will define how this work will get done, who will be involved, and the expected timeline.

### Step 2: Develop the Management System Documentation

The clauses in the ISO 14001 standard define the requirements for certification. The management system documentation outlines how your organization meets these requirements.

### Step 3: Implement Your Management System

Everyone in your organization should work according to your management system documentation, which means setting this new expectation with training. ECSS can help by preparing and executing the training for your staff.

### Step 4: Pre-Certification Audit

Before your actual certification audit, it's a good idea to do a practice run. This familiarizes your staff with the process of an audit – practice makes perfect! ECSS can conduct this audit, or train someone in-house to conduct this audit.

### Step 5: Certification Audit

ISO does not perform certification; rather, you need to choose a certification body to perform your audit. ECSS can work with you to select a certification authority.

## ISO 14001 AUDITS

The work doesn't end once you achieve certification! You must maintain your EMS to ensure you'll pass your surveillance audits and achieve re-certification. We can perform ISO 14001 audits which will identify any gaps and ensure you pass your next surveillance or re-certification audit.





## Employee Training

- Increases employee awareness of how their actions have the potential to impact the environment.
- Increases positive outcomes during audits



## Environmental Specialist Training

- Increases the efficiency of system management
- Increases the competence and confidence of the trainee
- Increases positive outcomes during audits



## Auditor Training

- Increases positive outcomes during audits by teaching environmental specialists to think like an auditor

# ISO 14001 TRAINING

We offer three types of ISO 14001 training virtually or in person.

### **ISO 14001:2015 Environmental Management System: Awareness Training for Employees**

- This course is designed for all employees of a facility which is undergoing ISO 14001 certification or re-certification.
- This training course teaches the concepts and requirements of the ISO 14001:2015 EMS standard.
- Prerequisites: None
- Length: 4-hours

### **ISO 14001:2015 Environmental Management System: Training for Environmental Specialists**

- This course is designed for individuals who are responsible for implementing and managing the ISO 14001 standard at their facility.
- This training course teaches the concepts and requirements of the ISO 14001:2015 EMS standard, and good documentation practices.
- Prerequisites: None
- Length: 4 days

### **ISO 14001:2015 Environmental Management System: Auditor Training.**

- This course is designed for anyone who will be responsible for performing ISO 14001 audits at their facility. Additionally, this course is beneficial for any individuals who are responsible for implementing and managing of the ISO 14001 standard at their facility.
- This course teaches the concepts and requirements of the ISO 14001:2015 EMS standard and the ISO 19011:2018 Guidelines for auditing Management Systems.
- Prerequisites: ISO 14001:2015 Environmental Management System - Training for Environmental Specialists
- Length: 2 days



## ESG Programs Will

- Enhance your brand reputation
- Give you access to new markets
- Give you a competitive advantage

# ENVIRONMENTAL, SOCIAL, AND GOVERNANCE (ESG)

Is your organization ready to implement an ESG program? The many different national and international standards as well as reporting frameworks can make this process seem overwhelming. We are here to help. We will simplify the process for you and help you design an ESG program that fits the context of your business.

## THE ECSS PROCESS

At ECSS we have developed a four-step process to help you develop an ESG program that makes sense for your organization.

### Step 1: Strategic Planning

We work with you to develop a customized ESG strategy that aligns with your business goals and industry standards.

### Step 2: Framework Selection

Guidance on selecting the right ESG frameworks and standards, such as GRI, SASB, and TCFD, to ensure comprehensive and credible reporting.

### Step 3: Data Collection and Analysis

Support in gathering, analyzing, and managing ESG data to track performance and identify areas for improvement.

### Step 4: Integration of UN SDGs

Assistance in aligning your ESG initiatives with the United Nations Sustainable Development Goals (SDGs), ensuring your business contributes to global sustainability efforts.

# HEALTH & SAFETY

## OUR COMMITMENT TO HEALTH AND SAFETY

At Environmental Compliance and Sustainability Solutions, we are committed to the health and safety. Based on over 16 years of manufacturing experience we have developed an internal health and safety policy that is in line with provincial, state, and federal regulations and guidelines. This plan was designed to help employees recognize and mitigate potential health and safety hazards associated with activities at your sites. When working at your sites we will work closely with your experts to identify and mitigate potential health and safety hazards to ensure everyone's safety while we work.