



Federal Facilities Environmental Stewardship and Compliance Assistance Center

Tools for Managing Your EMS

2008 Federal Environmental Symposium West
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US Army Corps
of Engineers

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<http://www.fedcenter.gov/>

Topics

- What is FedCenter?
- FedCenter Products and Services
- Focus on EMS
- EMS Reporting Tools
- Summary

The screenshot shows the FedCenter.gov website homepage. At the top, there is a navigation bar with links for Home, What's New, Program Areas, Assistance, Events, Training, Opportunities, Members, and Help. Below the navigation bar is a search box and a "Program Areas" sidebar with a list of categories including Executive Order 13423, Acquisition, Chemical Management, Cleanup, Electronics Stewardship, EMS, Energy, Env. Compliance, High Performance Bldgs, Natural Resources, NEPA, Pollution Prevention, Sustainability, and Transportation. The main content area features a "Welcome to FedCenter" message, a "What's New on FedCenter" section with a star icon, a "Federal Environmental Symposia" section with a green circular logo, and a "Facility Regulatory Tour" section with a small image. The right sidebar contains an "Announcements" section with dates and titles of recent news items. At the bottom of the page, there is a row of logos for various federal agencies and programs, including USA.gov, EPA, NASA, and the US Army Corps of Engineers.

What is FedCenter?

- **FedCenter.gov** is the federal community's one-stop shop for regulatory compliance and environmental stewardship information, program guidance, and compliance assistance
- **FedCenter's** mission is to help managers better manage their environmental programs and help improve their environmental performance
- **FedCenter** is funded, managed, and governed by the federal agencies it serves

Products / Services Offered

- Program Area Information

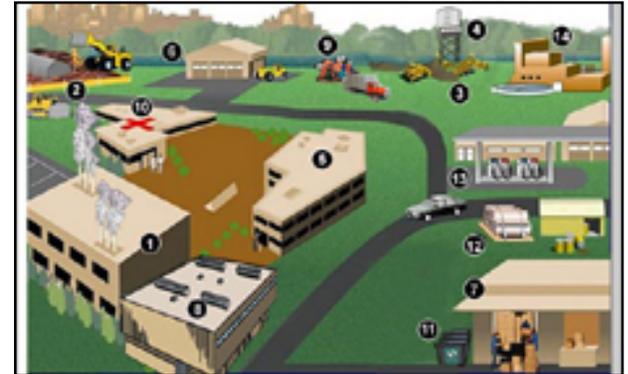
- Summary of EO 13423 requirements
- Regulations, guidance, and policy
- Supporting information and tools available
- Lessons learned
- Training, briefing, and presentation aids
- Conferences, workshops, and training opportunities

Program Areas
Executive Order 13423
Acquisition
Chemical Management
Cleanup
Electronics Stewardship
EMS
Energy
Env. Compliance
High Performance Bldgs
Natural Resources
NEPA
Pollution Prevention
Sustainability
Transportation

Products / Services Offered

- Compliance assistance and environmental stewardship information
 - Regulatory Watch
 - Facility Regulatory Tour
 - My Community / My Facility
 - P2 opportunities, green products, best practices
 - *FEDRPTS* reporting tool
 - Forms & Instructions
 - Expert Advice

Facility Regulatory Tour



My Community / My Facility

- How Do I Find Environmental Information About My Community?
- Violations/Enforcement Actions At Your Facility
- Does Your Facility Have Any Sources of Air Emissions?
- Is Your Facility a Cleanup Site?
- Does Your Facility Generate Hazardous Waste?
- Does Your Facility Have Any Wastewater Permits?
- What Spills/Releases Have Been Reported For my Facility?
- Does Your Facility Treat Drinking Water?
- How Do I Find Multi-media Environmental Information About My Facility?
- Where do I find information on EPA Federal Facility Programs?
- How Can I Prepare for an Emergency?
- What Recycling Services Are Available To My Facility?
- What is "Federal Real Property?"
- What Endangered/Threatened Species Might Be In My Area?
- What Radiation Sources Are We Exposed to Every Day and How Do We Protect Ourselves?
- Where are treatment, storage and disposal facilities located near me?

Products / Services Offered

- Collaboration tools

- Private *workgroup areas*

- Document storage and workflow, discussion forums, and calendars
 - Currently supporting 36 clients including:
 - Interagency Environmental Leadership Workgroup
 - Sustainable Acquisition and Materials Management Workgroup
 - Interagency Workgroup on Climate Change Impacts
 - Region 5 Sustainability Network
 - Federal Facilities Program Managers

- Listservs

- E-mail subscription service

The screenshot shows the FedCenter PDT Workgroup website. The header includes the FedCenter logo and navigation links: Home, What's New, Program Areas, Assistance, Events, Opportunities, Members, and Help. A search bar is located below the navigation. The main content area is titled 'FedCenter PDT Workgroup' and features an 'Announcements' section with a notice about the EPA Federal Facility Program Manager's Annual Meeting in Chicago. Below this is a 'Project Discussion' table with columns for Discussion, Topics, and Replies. The table lists several discussions, including 'Content Management Issues', 'FedCenter Marketing Plan', 'Hot Topics', and 'Project Management Issues'. To the right of the discussion table is a 'Project Files' section with a tree view of folders like 'Briefing Materials (3)', 'Content Management (1)', 'Marketing (1)', 'Project Management (1)', and 'Security Management (1)'. Below the files is a 'Lessons Learned' section and a 'Bookmarks / Related Items' section. At the bottom of the main content area is a 'Project Calendar' for May 2005. On the right side of the page, there is a 'Recently Posted Items' section and an 'EPA Regional POCs' list.

Discussion	Topics	Replies
Content Management Issues Discussion on how FedCenter content is handled.	3	6
FedCenter Marketing Plan Discusses the current status and proposed changes to the FedCenter marketing plan.	0	0
Hot Topics Discussion of issues needing immediate attention.	1	1
Project Management Issues Discusses details of the FedCenter PM strategy.	1	2

Products / Services Offered

- Other useful information

- Conferences, upcoming events and current announcements
- EPA Enforcement Focus
- Training information
- Awards, grants and partnership opportunities

Calendar of Events

June 2007

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 11th Annual Water Reuse Research Conference 2007 Federal Environmental Symposium On-Scene Coordinator (OSC) 201 (Las Vegas, NV) (Cl... On-Scene Coordinator (OSC) 201 (Las Vegas, NV)	5 11th Annual Water Reuse Research Conference 2007 Federal Environmental Symposium On-Scene Coordinator (OSC) 201 (Las Vegas, NV) (Cl... On-Scene Coordinator (OSC) 201 (Las Vegas, NV)	6 2007 Federal Environmental Symposium On-Scene Coordinator (OSC) 201 (Las Vegas, NV) (Cl... On-Scene Coordinator (OSC) 201 (Las Vegas, NV)	7 Waste Treatment, Transportation, and Disposal (Las... Waste Treatment, Transportation, and Disposal (Las... Waste Treatment, Transportation, and Disposal (Las...	8 Waste Treatment, Transportation, and Disposal (Las... Waste Treatment, Transportation, and Disposal (Las... Waste Treatment, Transportation, and Disposal (Las...	9
10 15th Canadian River Heritage Conference: Current ...	11 26th Annual Conference on Managing Environmental Q... BASINS/HSPP	12 26th Annual Conference on Managing Environmental Q... BASINS/HSPP	13 26th Annual Conference on Managing Environmental Q... BASINS/HSPP	14 26th Annual Conference on Managing Environmental Q... BASINS/HSPP	15 BASINS/HSPP Training Workshop (Classroom, No Fee) FAWQC 30th Annual Water Quality	16 FAWQC 30th Annual Water Quality Conference

- Other services

- Conference website hosting
- Training registration
- Web Services support for data exchange between agencies

The screenshot shows the FedCenter.gov website for the 2008 Federal Environmental Symposium. The page includes a navigation menu on the left with links for Home, General Information, News & Updates, Schedule, Registration, Speakers, Exhibitors, Attendees, Green Training, 2007 Proceedings, and Contacts. The main content area features a banner for the symposium, a registration status update stating that East registration is closed and West registration is open until May 30th, and a message from the Office of the Federal Environmental Executive. The message invites participants to the 7th Annual Federal Environmental Symposium, detailing the dates and locations for the East and West symposia. It also mentions a parallel symposium on the Southwest Integrated Solid Waste Program. The page concludes with a call to action to register for both symposia.



Focus on EMS

- Regulations, Guidance and Policy
 - *EO 13423 and EO 13423 Implementing Instructions*
 - *Clarification of Declaration of Conformance Requirements in Instructions to EO 13423*
 - EPA, DOE, NASA and other Federal agency guidance and policies
 - Links to ISO 14000 EMS standards
 - OMB Scorecard guidance
 - EMS Integration or “Crosswalks”
 - *Aligning NEPA with EMS*
 - *EMS Crosswalk for USTs*
 - *EMS and the Federal Electronics Challenge*
 - *Integrating Green Purchasing into Your EMS*
 - *EMS Communications Crosswalk*

Regulations, Guidance, and Policy
EO 13423  Executive Order 13423 Strengthening Federal Environmental, Energy, and Transportation Management <i>24 January 2007</i> Executive Order 13423 "Strengthening Federal Environmental, Energy, and Transportation Management", signed by President Bush on January 24, 2007. The order sets goals in the areas of energy efficiency, acquisition, renewable energy, toxics reductions, recycling, renewable energy, sustainable buildings, electronics stewardship, fleets, and water conservation. In addition the order requires more widespread use of Environmental Management Systems as the framework in which to manage and continually improve these sustainable practices.
Administration Guidance and Policies  Clarification of Declaration of Conformance Requirements in Instructions to Executive Order 13423 (DOC 48.13 KB) This document, issued by OFEE, clarifies what is required in order to declare conformance with the EMS requirements of EO 13423.
Federal Agency's Guidance and Policies  Department of Energy (DOE) Order 450.1, Environmental Protection Program This DOE Order details the implementation of EMS at DOE Facilities.  Department of Interior (DOI) Manual 515 DOM 4. Environmental Management Systems Chapter 4 of this Departmental Manual sets forth Departmental policy, responsibilities, and functions regarding implementation of environmental management systems as a means to promote both environmental compliance and sound environmental stewardship throughout the Department.  Department of Treasury Directive 75-08, Treasury Environmental Management Program This Directive establishes policies and assigns responsibilities for complying with Executive Order 13148, "Greening the Government Through Leadership in Environmental Management," (Order) dated April 21, 2000.  NASA's Environmental Management System (EMS) NASA Procedural Requirement 855.3.1A describes NASA's Environmental Management System (EMS).
EPA Guidance  EPA Guidance Encourages the Use of EMS in Enforcement Cases (PDF 307.22 KB)

Focus on EMS

- EMS Development
 - *An Implementation Guide for Small & Medium Size Businesses*
 - Sample lists of aspects and impacts
 - Contract language for including EMS in contracts
 - Agency implementation policies and example EMSs
 - Chesapeake Bay-Focused EMS
 - DLA ESOH Management System
 - DOE HQ Facilities EMS
 - VHA's GEMS Guidebook
 - EMS case studies and crosswalks
- Measuring EMS Implementation/Success
 - EMS scorecard metrics, reporting guidance and scorecard results
 - Agency-wide environmental awards and recognition programs
 - Closing the Circle
 - Secretary of Defense Environmental Awards
 - *Primer on Conducting EMS Audits*

Focus on EMS

- Training, Presentations and Briefings
 - Briefing guides
 - *Army Commanders EMS Briefing Guide*
 - *DHHS EMS Manager's Briefing Guide*
 - Various senior-level briefings
 - Auditor training
 - *Introduction to EMS Auditing Concepts*
 - *EMS Internal Auditor Training Guide*
 - *AWMA's Internal Environmental Auditor E-Course*
 - EPA's *Introduction to EMS* (online training)
 - DOI Learn's EMS Implementation Course
 - Various EMS employee awareness training courses
 - Conference proceedings
- Conferences and Events

Training, Presentations, and Briefings

-  **A Brief Overview of Environmental Management Systems and ISO 14001**
Senior management briefing developed by OFEE
-  **Department of Health and Human Services EMS Manager's Briefing Guide (PDF 121.49 KB)**
The DHHS version of the Army's EMS Manager's Guide.
-  **DOI General EMS Awareness Training (PPT 932.86 KB)**
Dept. of Interior's EMS awareness training presentation, dated August 2007.
-  **Electronics and Your EMS Commitments**
This presentation reviews the definition of an Environmental Management System (EMS) and why the federal government is implementing EMSs. It also describes the connection between EMSs and the Federal Electronics Challenge and provides examples of Federal EMSs that have focused on electronics.
-  **EMS Internal Auditor Training Guide (PDF 202.11 KB)**
Introduction to EMS auditing concepts.
-  **EMS Training Presentation (PPT 84.99 KB)**
A MS Powerpoint presentation that was given to senior officials at the Department of Justice headquarters building in July, 2004.
-  **EPA Region 3 EMS Employee Awareness Training**
There are three training sessions. One is for the Region 3 regional staff on implementing an EMS in the Philadelphia Regional Office. Two is for focusing the Region 3 staff on their responsibility in the system, our policy, objectives, accomplishments and next steps. Three is meant to provides a good introduction to what an EMS is, and what responsibilities a new employee, contractor, or other people working in our office have in our EMS.
-  **EPA Region 9/10 EMS Training Presentations**
These presentations provide guidance and tools for facility Program Managers to use and modify to meet their facility training and educational needs. They can be used for general awareness training for upper management, or for detailed EMS implementation guidance for individuals and line managers implementing EMS improvements.
-  **EPA's Introduction to Environmental Management Systems (Online)**
This course provides an overview of environmental management systems (EMS) and how EMS can support environmental improvements at facilities that are subject to environmental regulations. It also presents information regarding the United States Environmental Protection Agency's (EPA) involvement in supporting EMS efforts at facilities regulated under a number of environmental statutes, including the Resource Conservation and Recovery Act (RCRA). This training course will take about 1 hour to complete.
-  **OMB Scorecards: Picking Up The Pace (PPT 1.01 MB)**
This presentation, given at the Federal Facilities Council meeting, discusses how the scorecards work and the status of the program.
-  **SAMPLE EMS Manager's Guide (DOC 117.25 KB)**
Generic version of the Army's EMS Manager's Guide.
-  **Senior Management Briefing Fact Sheet on EMS (PDF 96.94 KB)**
One page management brief.

EMS Reporting Tools

- **FEDRPTS** is an online, database-driven tool designed to help Federal Agencies better manage their environmental inventories *and* help them comply with their environmental reporting requirements
 - First deployed for EPACT UST inventory data call
 - Adapted for use with EMS compliance reporting requirements
 - 13 federal agencies participated in FY07 (**CIA, Commerce, DOE, DOJ, GSA, HHS, Homeland Security, Interior, NASA, DOT, Treasury, USDA, Veterans Affairs**)
 - Recent *Closing the Circle Award* winner component
 - Continues to work with the EMS Metrics Workgroup to establish FY09 reporting elements and updated reporting forms

EMS Reporting Tools

DHHS Reporting Menu

The screenshot displays the FedCenter.gov website interface. At the top left is the FedCenter logo. The top right corner identifies the site as the Federal Facilities Environmental Stewardship & Compliance Assistance Center. A search bar is located on the left side of the header. The main navigation path is: Home > Assistance > FEDRPTS > EMS Compliance Reporting >. The central content area is titled "Department of Health and Human Services" and is described as a "Private area for managing DHHS EMS reporting." Below this, a message states: "This page allows authorized DHHS personnel to access their facility-level EMS data. Please select an activity from the choices below:" followed by a list of reporting options: CDC EMS Reporting, FDA EMS Reporting, HQ EMS Reporting, IHS EMS Reporting, and NIH EMS Reporting, each with a brief description of its purpose. On the right side of the page, there are utility links for "Email It", "Subscribe", "Print It", and "Feedback". A left-hand sidebar contains a "HHS EMS Menu" with links to "HHS Home", "HQ", "CDC", "FDA", "IHS", and "NIH".

FedCenter.gov

Federal Facilities Environmental Stewardship & Compliance Assistance Center

Search FedCenter GO

Home > Assistance > FEDRPTS > EMS Compliance Reporting >

Department of Health and Human Services
Private area for managing DHHS EMS reporting.

This page allows authorized DHHS personnel to access their facility-level EMS data.

Please select an activity from the choices below:

- CDC EMS Reporting**
Private area for managing DHHS' CDC EMS reporting requirements.
- FDA EMS Reporting**
Private area for managing DHHS' FDA EMS reporting requirements.
- HQ EMS Reporting**
Private area for managing the DHHS HQ EMS reporting requirements.
- IHS EMS Reporting**
Private area for managing DHHS' IHS EMS reporting requirements.
- NIH EMS Reporting**
Private area for managing DHHS' NIH EMS reporting requirements.

Email It Subscribe
Print It Feedback

HHS EMS Menu

- HHS Home
- HQ
- CDC
- FDA
- IHS
- NIH

EMS Reporting Tools

Facility Level Data View

View/Edit/Create HQ EMS Data

Click here or scroll down for Basic Viewing and Editing Instructions

Project ID

HHS-HHS/CDC-Anchorage

Facility EMS Information	2007 EMS Scorecard Metrics	?	EMS Effectiveness - Benefit of EMS on the Facility	EMS Effectiveness - Benefit of EMS on Environment	2007 EMS Experiences Feedback
Environmental Aspects	?	D			Field History
Goals, Objectives and Targets	?	C			Field History
Operational Controls	?	B			Field History
Environmental Training	?	B			Field History
Contracts	?	A			Field History
EMS Audit/Evaluation Procedures	?	C			Field History
Last EMS Audit/Evaluation Date	?	09/18/2007			Field History
Management Review	?	D			Field History
Score	?	 Yellow			

This project was last updated on 12/12/2007 at 1:16 PM by Eric Haukdal.

Edit Project Data

Project Security

Delete Project

Print Project

Project History

EMS Reporting Tools

Data Aggregation - HQ Level Rollup

View/Edit/Create HQ EMS Data

Click here or scroll down for Basic Viewing and Editing Instructions

Project ID

HHS



Agency Description	Section I Summary	?	Section II Summary	Section III, Part A Summary	Section III, Part B Summary
No. Appropriate Facilities	?	19			
No. 1st Party Self-Declarations	?	0			
No. 2nd Party Self-Declarations	?	7			
No. 3rd Party Self-Declarations	?	0			
Not Self Declared	?	12			
Total	?	19			

This project was last updated on 02/11/2008 at 10:12 AM by Edward Pfister.

Edit Project Data

Project Security

Delete Project

Print Project

Project History

EMS Reporting Tools

Data Aggregation - HQ Level Rollup

 [View/Edit/Create HQ EMS Data](#)

 [Click here or scroll down for Basic Viewing and Editing Instructions](#)

Project ID

HHS

Agency Description | **Section I Summary** | **Section II Summary** | **?** | **Section III, Part A Summary** | **Section III, Part B Summary**



No. Pre-EO13423 EMSs Identified	?	18
No. Green Scores	?	3
% Green Scores	?	17%
No. Yellow Scores	?	15
% Yellow Scores	?	83%
No. Red Scores	?	0
% Red Scores	?	0%

This project was last updated on 02/11/2008 at 10:12 AM by Edward Pfister.

[Edit Project Data](#)

[Project Security](#)

[Delete Project](#)

[Print Project](#)

[Project History](#)

EMS Reporting Tools

HQ Level Facility Summary





**Federal Facilities
Environmental Stewardship &
Compliance Assistance Center**

Home » Assistance » FEDRPTS » EMS Compliance Reporting » Department of Health and Human Services » HQ EMS Reporting »

View/Edit/Create HQ EMS Data
Page for authorized users to create, edit, delete and view DHHS HQ (agency-level) EMS data.

The first section below contains DHHS agency-level EMS rollup information for the 2007 reporting period.

Agency POC & EMS Rollup Data			
Agency	POC	Updated By	Last Updated
HHS	Edward Pfister	Edward Pfister	02/11/2008 10:12 AM

The second box below lists all the DHHS "appropriate" facilities. Facility-level EMS managers are asked to provide the information requested about each EMS.

Facility EMS & 2007 Scorecard Information					
SubAgency / Command	Facility	Updated By	Last Updated	Score	
HHS/CDC	Anchorage	Eric Haukdal	12/12/2007 1:16 PM	Yellow	Yellow
HHS/CDC	Chamblee	Eric Haukdal	12/10/2007 8:38 AM	Green	Green
HHS/CDC	Fort Collins	Eric Haukdal	12/12/2007 1:18 PM	Yellow	Yellow
HHS/CDC	Lawrenceville	Eric Haukdal	12/10/2007 9:38 AM	Yellow	Yellow
HHS/CDC	Morgantown	Eric Haukdal	12/10/2007 8:51 AM	Yellow	Yellow
HHS/CDC	Pittsburgh	Eric Haukdal	12/10/2007 8:55 AM	Yellow	Yellow
HHS/CDC	Roybal	Eric Haukdal	12/10/2007 8:33 AM	Green	Green
HHS/CDC	San Juan	Eric Haukdal	12/12/2007 1:20 PM	Yellow	Yellow
HHS/CDC	Spokane	Eric Haukdal	12/10/2007 9:37 AM	Yellow	Yellow
HHS/CDC	Taft & Hamilton Bldgs	Eric Haukdal	12/10/2007 9:38 AM	Yellow	Yellow
HHS/FDA	Jefferson Laboratories	Eric Haukdal	12/27/2007 12:11 PM	Yellow	Yellow
HHS/FDA	White Oak Campus	Eric Haukdal	12/07/2007 1:10 PM	Yellow	Yellow
HHS/IHS	Hastings Indian Med Cen	Eric Haukdal	12/07/2007 1:29 PM	Green	Green
HHS/IHS	San Xavier Health Cen	Eric Haukdal	12/07/2007 1:37 PM	Yellow	Yellow
HHS/NIH	NI Env Health Services	Eric Haukdal	12/11/2007 9:40 AM	Yellow	Yellow
HHS/NIH	NIH Animal Center	Eric Haukdal	12/12/2007 1:27 PM	Yellow	Yellow
HHS/NIH	NIH Facilities at FT Detrick	Eric Haukdal	12/11/2007 9:52 AM	Yellow	Yellow
HHS/NIH	NIH HQ	Eric Haukdal	12/12/2007 1:26 PM	Yellow	Yellow
HHS/NIH	Rocky Mountain Labs	Eric Haukdal	12/11/2007 10:05 AM	Yellow	Yellow

EMS Reporting Tools

Site Reports - HQ Level View

2007 Agency EMS Annual Report Rollup (HHS) - HHS

Agency Description	
Agency/Department	HHS
Agency Street Address	200 Independence Ave
Agency City	Washington
Agency State	DC
Agency Zip Code	20201
Agency POC	Edward Pfister
Agency POC Email	Edward.Pfister@hhs.gov

Section I Summary	
No. Appropriate Facilities	19
No. 1st Party Self-Declarations	0
No. 2nd Party Self-Declarations	7
No. 3rd Party Self-Declarations	0
Not Self Declared	12
Total	19

Section II Summary	
No. Pre-EO13423 EMSs Identified	18
No. Green Scores	3
% Green Scores	17%
No. Yellow Scores	15
% Yellow Scores	83%
No. Red Scores	0
% Red Scores	0%

Section III, Part A Summary	
Q1 - A great deal	0

Summary

- **FedCenter** offers a wealth of EMS management information and tools in one convenient location
- **FedCenter** has support of high-level environmental leadership and federal agency officials
- **FedCenter** is the way of the future.... Help us build a better resource that all federal agencies can benefit from!

Questions?

- For more information, stop by our FedCenter exhibit booth or contact:

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