DEPARTMENT OF VETERANS AFFAIRS
DEPUTY ASSISTANT SECRETARY FOR ACQUISITION AND MATERIEL MANAGEMENT
WASHINGTON, DC 20420

IL 049-02-11
July 5, 2002

OFFICE OF ACQUISITION AND MATERIEL MANAGEMENT INFORMATION LETTER

TO: Under Secretary for Memorial Affairs, National Cemetery Administration; Chief Facilities Management Officer, Office of Facilities Management; Veterans Integrated Service Network Directors; Directors, VA Medical Center Activities, Domiciliary, Outpatient Clinics, Medical and Regional Office Centers, and Regional Offices; Directors, Denver Distribution Center, Austin Automation Center, Records Management Center, VBA Benefits Delivery Centers, and the VA Health Administration Center; and the Executive Director and Chief Operating Officer, VA National Acquisition Center

ATTN: Head of the Contracting Activity
All VA Contracting Officers

SUBJECT: Executive Order 13148, Greening the Government Through Leadership in Environmental Management

1. The purpose of this information letter (IL) is to provide guidance to acquisition and procurement professionals regarding Executive Order (EO) 13148, Greening the Government Through Leadership in Environmental Management, dated April 22, 2001.

2. The primary goal of this EO is to ensure that each Federal agency integrates environmental accountability into day-to-day decision-making and long-term planning processes and across its missions, activities, and functions.

3. VA shall strive to reduce or eliminate harm to human health and the environment from releases of pollutants to the environment. Additionally, VA shall advance the national policy that, whenever feasible and cost-effective, pollution should be prevented or reduced at the source. Sound acquisition and procurement practices can assist in addressing these issues.

4. E.O. 13148, Part 7 – Acquisition and Procurement, specifically, provides guidance to procurement officials and acquisition program managers. EO 13148 Part 7 includes the following:

Section 701: Limiting Procurement of Toxic Chemicals, Hazardous Substances and other pollutants.

(b) Each agency shall determine the feasibility of implementing centralized procurement and distribution (e.g., "pharmacy") programs at its facilities for tracking, distribution, and management of toxic or hazardous materials and, where appropriate, implement such programs.

(c) Under established schedules for review of standardized documents, DOD and GSA, and other agencies, as appropriate, shall review their standardized documents and identify opportunities to eliminate or reduce their use of chemicals included on the list of priority chemicals developed by the EPA.

(d) Each agency shall follow the policies and procedures for toxic chemical release reporting in accordance with FAR section 23.9 and policies and procedures on Federal compliance with right-to-know laws and pollution prevention requirements in accordance with FAR section 23.10.

Section 702. Environmentally Benign Adhesives. Each agency shall revise its specifications for paper products using adhesives and direct the purchase of paper products using those adhesives, whenever technically practicable and cost effective. Each agency should consider products using the environmentally benign pressure sensitive adhesives approved by the U.S. Postal Service (USPS) and listed on the USPS Qualified Products List for pressure sensitive recyclable adhesives.

Section 703. Ozone-Depleting Substances. Each agency shall follow the policies and procedures for the acquisition of items that contain, use, or are manufactured with ozone-depleting substances in accordance with FAR section 23.8 and other applicable FAR provisions.

Section 704. Environmentally and Economically Beneficial Landscaping Practices.

(a) Each agency shall have in place acquisition and procurement practices, including provision of landscaping services that conform to the "Guidance for Presidential Memorandum on Environmentally and Economically Beneficial Landscape Practices on Federal Landscaped Grounds", for the use of environmentally and economically beneficial landscaping practices.

(b) In implementing landscaping policies, each agency shall purchase environmentally preferable and recycled content products, including EPA-designated items such as compost and mulch, that contributes to environmentally and economically beneficial practices.

5. Training programs will be implemented to ensure that agency procurement officials and acquisition program managers are aware of the requirements of this order and its applicability to those individuals. The training program dates will be announced at a later date.

6. Direct any questions regarding this information letter to Patricia Ellis, Acquisition Policy Division (049A5A), at (202) 273-6058.

/s/David S. Derr
Associate Deputy Assistant Secretary
for Acquisitions

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