



Environmental Management Systems and Communications



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Communications
West Valley Demonstration Project

2017 Gap Analysis

Recommendation for Transitioning to New ISO 2015 Standard:

Develop a Communication Plan for internal and external communications, which could be used to increase awareness and practice of EMS.

Communication Plan

- ▶ The need existed to develop a new Communication Plan, that focused on creating awareness of the project and support for its operations, internally and externally.
 - Developed and received approval for the site's Communication Plan on March 5, 2018
 - Approached by Regulatory Strategy's Environmental Management Program Manager about 2017 survey results
 - Plan was revised to include EMS communications

Communication Plan Foundation (3-Cs)

- ▶ **Close** – Maintain open and honest communication with all stakeholders, including employees
- ▶ **Concise** – Right language (no jargon), right facts, right way, right time (few words, big impact)
- ▶ **Continuous** – Communicate often with pertinent information

Communication Plan Recognition

- ▶ A 2018 audit for ISO 14001: 2015 Certification noted WVDP's Communication Plan as a noteworthy practice because it focused on internal and external communications regarding the environment and project-related cleanup progress.
 - Used Plan to publicize transition to ISO 14001: 2015 Standard

Communication Highlights on EMS

▶ Short articles on EMS are featured in the following newsletters:

- *Integrated Safety Management System (monthly)*

- *West Valley Chronicles newsletter (quarterly)*

ISMS Monthly News – July 2019

July Awards
 Brian Adams •
 Rick Adams •
 Jim Mansfield •
 Derek Walls •
 Tom Ruffolo •
 Steve Garnett •
 Rick Black •
 Pete Lavello •
 Joe Wittmann •
 Loren Collins •
 Kevin Boyle •
 Betty Rao •
 Cindy Green •
 Scott Irwin •
 Jeremy Kriestman

Hydrant last Thursday, May 30, 2019 and saw Derek out west-whacking near the old Utility Room. I approached him and asked if he could address the overgrown grass around the hydrant adjacent to the Shipping Depot before the end of the day. Within the hour, Derek went out there and addressed the concern without being assigned to do so.

Great job and thank you Derek for proactively addressing this safety issue. - Larry Mackie

Tom Ruffolo: On June 5, Tom was checking out survey work being done at the US Visuals. While he arrived to the job site and started asking questions, he identified that workers had entered the VI Vault without having that atmosphere checked by safety. He immediately told the workers to stop and exit the VI Vault and make notifications.

Tom received an "On the Spot" parking space for his actions.

Steve Garnett: Garnett noticed that a station with a radiological posting on it was closed and used by another organization to mark an industrial hazard which caused the radiological posting to be obscured. He notified the RC Manager and had everything fixed properly.

Jim, my sincere thanks for identifying and correcting this issue. - Ken Atcham

Mary Fleen: Mary notified all inter-warehouse housing on the perimeter as samples for URFE demo. She had noticed they were not being used and took corrective action on her own. - Ed Hart

Derek Walls: I would like to personally recognize and thank Derek for addressing a safety issue regarding overgrowth around the fire hydrant located adjacent to the Shipping Depot. I identified the

ISMS Monthly News – July 2019

Up and Coming

Safety Slogan: Leave your mark and submit a safety slogan!

Simple Rules...

1. Keep it simple! Your slogan should be one sentence long.
2. Be inspirational! Your message should motivate us to work safely!

Submit slogan to Cheryl Hootman, WV-20PDX, and earn a ticket for the Safety Incentive Program Drawing.

July Question of the Month:

What are you doing to stay fit for duty while working in warm temperatures? (Employee)
 What are you doing to help your employees stay fit for duty while working in warm temperatures? (Manager)

June's Question of the month winner: Mark Heddon

#RecycleRightNY - What's up with Single-Use Plastics?

It's hard to go anywhere today without encountering single-use plastics (SUP). Single-use plastics have grown in popularity for their ability to provide convenience, protect food, and provide lightweight packaging options. However, plenty of confusion surrounds how to properly dispose of many single-use plastic items. Are they recyclable? If so, how? If not, what are the alternatives?

Help us Recycle Right NY! Just because an item is plastic or has the chasing arrows symbol, it does not always mean it can go into your household recycling bin. It is important to follow rules for your specific program to keep our recycling stream clean and of high quality.

Common SUP items you should not put in your household recycling bin:

- Plastic Urinals
- Straws/Coffee Stirrers
- Coffee Pods
- Chip bags, candy bar wrappers and other snack packaging and wrappers
- Chip bags
- Plastic bags
- Styrofoam
- Single-use/Disposable plastic plates and cups
- Some types of sealed containers

If you have questions, check with your local hauler or county/municipal recycling coordinator. Remember rules differ by location and program.

Help protect the environment and reduce plastic waste in your life, and choose reusable alternatives. Challenge yourself to replace one single-use plastic with a reusable alternative this week. Take the ultimate challenge and go www.ny.gov.

Learn more about the Recycle Right NY Campaign and how to receive free downloadable campaign resources. Remember to tag #RecycleRightNY on your social media!

WEST VALLEY CHRONICLES March 2019 Issue 43

WVDP Team Completes Installation of Vitrification Facility Weather Protective Cover

WVDP team completed the installation of a polycarbonate weather protective cover over the vitrification facility concrete slab. This protective cover installation signifies the end of all physical work associated with the vitrification facility demolition project. Installation of the cover was completed on September 20, 2018. Installation of the cover is necessary to preclude water infiltration into the below-grade portion of the facility as required in this contract.

CHBWV President Scott Anderson, stated: "Protecting the workforce and the environment were paramount during the entire demolition process. The installation of this cover signifies months of planning, safe construction, and reducing environmental risks. I am proud of our team and what they continue to accomplish."

Prior to the demolition, approximately 10,000 cubic feet of material was removed from the facility, including three very large components. This included the safe loading and off-site disposal of 150-ton Vitrification Facility Motor, 167-ton Concentrator Feed Makeup Tank, and 150-ton Motor Feed Haul Tank.

The former Vitrification Facility was a three-story, 10,700 square foot structure made up of structural steel, reinforced concrete, and metal siding. It had a footprint of 133 feet long by 132 feet wide. It is one of two vitrification facilities to have operated at the closed facility, and the first one to complete its mission.

The WVDP Team continues to eliminate potential environmental threats and reduce the site's footprint. Our team's safe and controlled work performance demonstrates their deliberate and methodical approach to decommissioning.

The Vitrification Facility area before cover installation.

The Vitrification Facility area during cover installation.

The Vitrification Facility area after cover installation.

WEST VALLEY CHRONICLES CHBWV

CHBWV RECEIVES BLUE RIBBON AT WASTE MANAGEMENT

CHBWV's Regulatory Strategy received a Blue Ribbon for its Professional Poster Session on Open-Air Demolition Air Monitoring at the 2018 Waste Management Symposium.

The Environmental Protection Agency approved alternative method for emission estimation was used at the third Valley Demolition Project during the demolition of the Vitrification Facility, which was completed on September 20, 2018. Air monitoring units around the perimeter and inside the demolition area were successfully used to track and record air data to protect the health and safety of employees, general public, and the environment. All workable and pertinent air sample results were below regulatory limits and comparable with the requirements in the National Emission Standards for Hazardous Air Pollutants and the Occupational Radiation Protection Regulations (29 CFR 835).

CHBWV Regulatory Strategy Vice President Brian Williams presented the informational poster on her department's research, without matter experts and cross-disciplinary team members, demonstrated this innovative monitoring approach from someone with historical field practicality and business acumen.

This year's Waste Management Symposium, which also marked the 50th Anniversary of Department of Energy Office of Environmental Management, featured exhibits, panel discussions, videos, presentations, and poster sessions.

"This was a team effort that involved several months of planning," Williams said. "The proof of this accomplishment on behalf of the WVDP Team, who are committed to performing our work in a safe and environmentally sound manner by implementing safe, innovative, and regulatory compliant cleanup practices in everything we do."

CHBWV Regulatory Strategy Vice President Brian Williams, and Brett Burt, Christine and Sallie Mottar Squitt as air monitoring and modeling, stand in front of the informational poster at this year's Waste Management Symposium held in Phoenix, Arizona.

CHBWV Regulatory Strategy Vice President Brian Williams, and the Blue Ribbon, received for CHBWV's Poster Session.

Communication Highlights on EMS (Cont.)

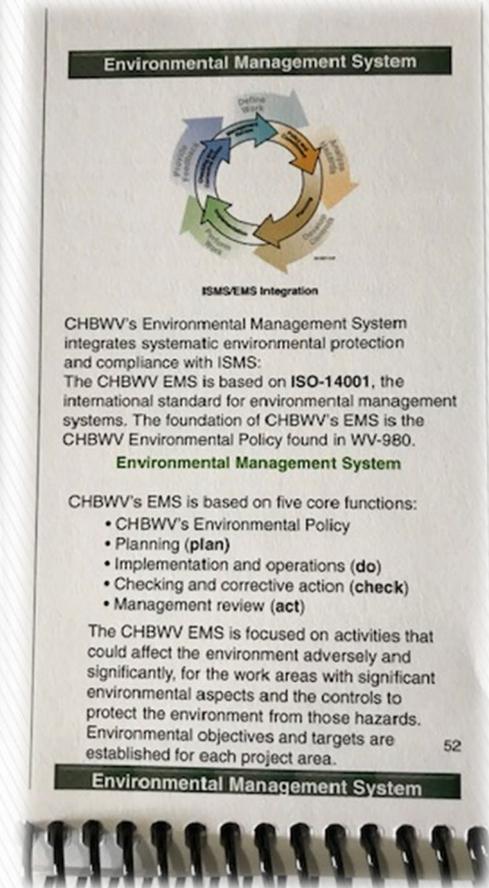
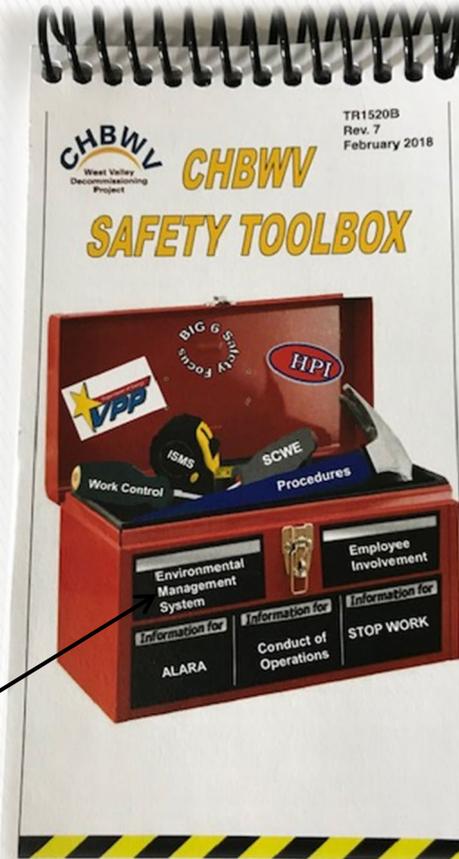
Face-To-Face: The site's Environmental *Media Policy is communicated to subcontractors working onsite to ensure compliance.

(*Stone, gravel, fill, etc.)



Communication Highlights on EMS (Cont.)

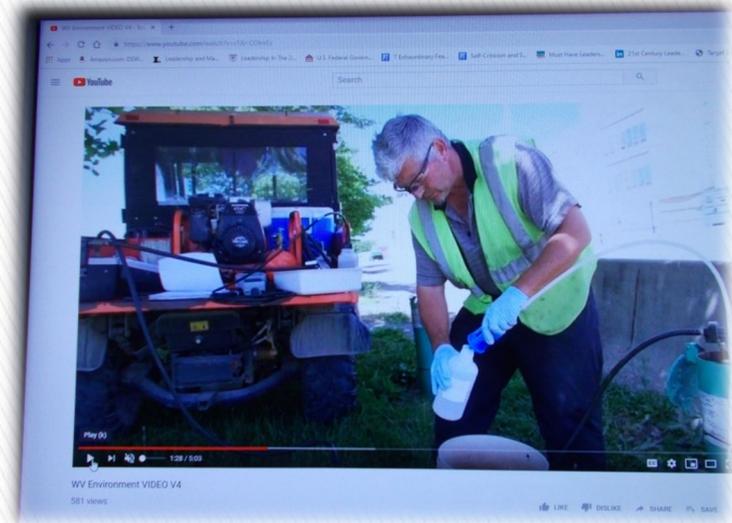
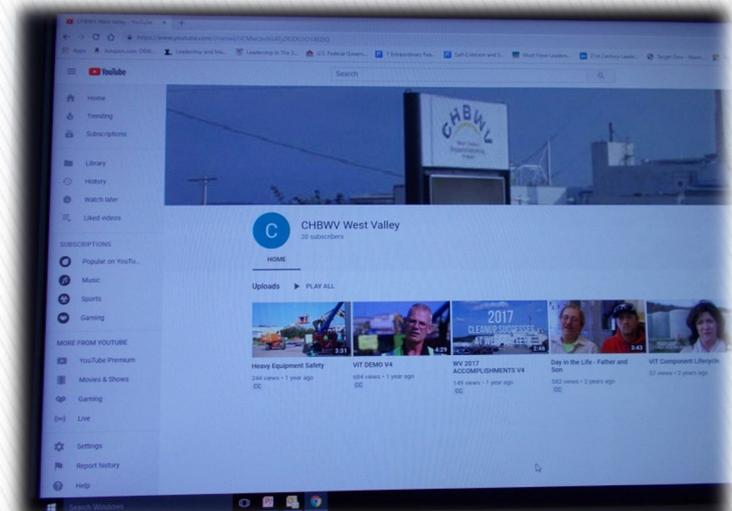
- ▶ ISMS Plan, which includes EMS, is used to take a commonsense approach to working safely.
- ▶ A Quick Reference Guide is distributed to all employees with key information on safety, policy adherence, and environmental compliance.



Communication Highlights on EMS (Cont.)

▶ 12 YouTube Videos:

- Environmental
- Vitrification Facility Demolition
 - Melter Shipment
 - VIT Component Shipment
- High-Level Waste Relocation
- Three - “Meet an Employee”
- Progress
- Annual Accomplishments
- Heavy Equipment
- “Day in the Life” of WVDP Worker

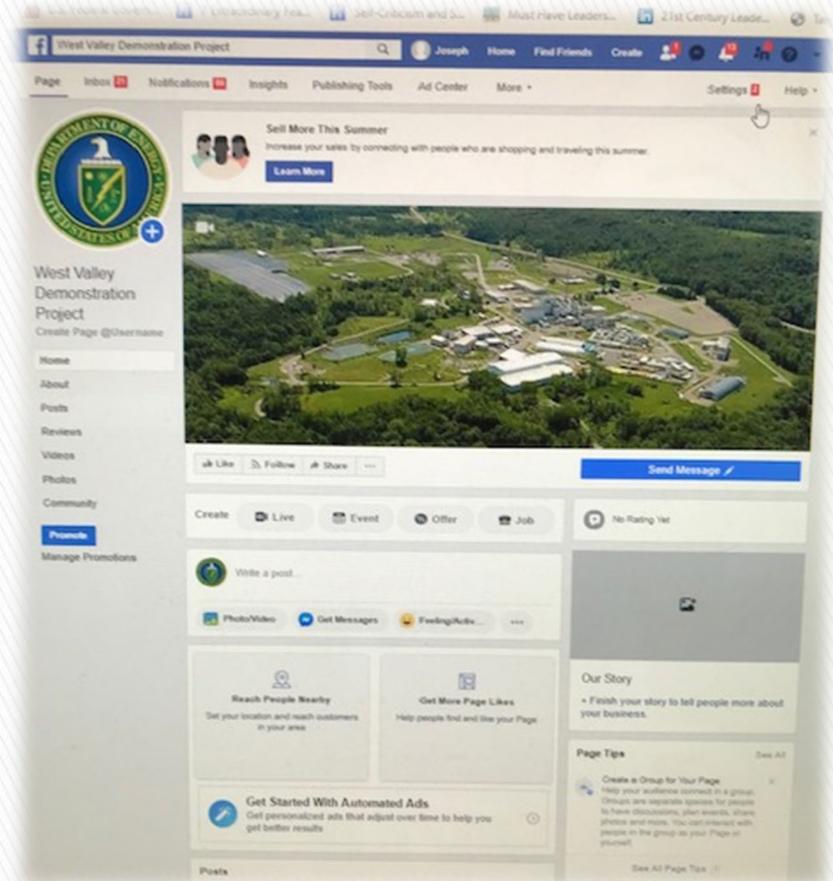


<https://www.youtube.com/channel/UCMwQnJK6ATjZfUDG1O1XEDQ>

Other Communication Methods for EMS

(I = Internal and E = External)

- ▶ All-User Messages I
- ▶ DOE *EM Update* Newsletter E
- ▶ Website E
- ▶ Intranet I
- ▶ Facebook Page I/E
- ▶ Posters I
- ▶ Large banners I
- ▶ Public Meetings I/E
- ▶ ASER I/E



EMS Best Practices Success Story

- ▶ West Valley was the first site to be recognized for its EMS communications.
- ▶ Even with a small staff, West Valley found ways to ensure that updates and project information are regularly included in their communication channels.
- ▶ Success Story
link: https://powerpedia.energy.gov/wiki/Environmental_Management_Systems#Department_of_Energy_EMS_Best_Practices

 Office of Environment, Health, Safety and Security
ENVIRONMENTAL INFORMATION BRIEF



June 2019

Environmental Management System Success Story:
Communications at West Valley Demonstration Project

Keys to Success

Challenge: Keeping the West Valley Demonstration Project (WVDP) staff and the surrounding community informed of the site's efforts to be good stewards of the environment.

Solution: WVDP makes communication a priority among staff responsible for the site Environmental Management System (EMS). Together, EMS staff and the Communication Manager developed and implemented a communication plan for internal and external environmental project-related communications. They routinely look for information and projects to include in the Integrated Safety Management System (ISMS) Newsletter, the West Valley Chronicle internal newsletter, All-Employee messages and for meetings. To keep the community informed, WVDP established a website and Facebook page to post information and articles regarding site cleanup progress.

Benefits: A continual emphasis on communication at various levels keeps the EMS in focus across a wide range of stakeholders, from those who work regularly on the EMS, to site leadership and to the surrounding community.

Lessons Learned: WVDP's communication strategy features frequent and easily digestible articles such as ones that include sustainability tips that one can use at home or at work. This approach makes the topic more relatable to the employees.

Continual Improvement: In addition to improving communications, WVDP is also committed to continually improving its EMS. The site is currently implementing a tracking system for environmental issues to review corrective actions and ensure that issues are resolved without recurrence.



CH2M HILL BWXT West Valley (CHBWW) Regulatory Strategy team members Jerry Hoch, Janice Williams, Kim Mansfield, and David Klenk pose with the site's Environmental Management System Program Certificate for the revised ISO 14001:2015 standard.

Background
The WVDP is a small Department of Energy site in West Valley, New York, with the current mission of performing both demolition of facilities associated with nuclear fuel reprocessing and managing site cleanup. At WVDP, personnel have a number of different roles and responsibilities, leading to a close-knit staff and integration of programs that work well together.

Best Practices
WVDP was commended by an ISO 14001 auditor for having an effective communication plan that focused on keeping internal and external stakeholders informed of environmental work and project-related cleanup progress. The site uses several methods to communicate information regarding its EMS and environmental policy, both internally and externally.

Short articles on the EMS are included in a monthly newsletter on ISMS. These easily digestible articles include information that employees can relate to and practice. Another effective internal practice is ensuring the Environmental Media Policy is communicated to the site subcontractors with any new project. Whenever a new project is started, a qualified employee ensures the subcontractor is aware of and trained in the site



Thank You!

Questions?