

SUBJECT: Environmental Management System Policy **NUMBER:** 000-00-000

DIVISION: State Services Division
Statewide Fleet Administration

EFFECTIVE DATE:

APPROVED:

**POLICY/
PURPOSE:** This is an Environmental Management System policy for Statewide Fleet Administration employees. The purpose of the policy is to develop and implement policies and programs that will assist Oregon in meeting its Sustainability goals.

AUTHORITY: Governor's Order on Sustainability EO 06-02
DAS Statewide Policy by the Facilities Division: Resource Conservation, 107-011-010

APPLICABILITY: All employees of the Department of Administrative Services, State Services Division, Statewide Fleet Administration, including the Motor Pools in Salem, Portland, and Eugene (Springfield).

ATTACHMENTS: Environmental Management System Mission Statement
Executive Order No. 06-02 – Sustainability for the 21st Century
DAS Fleet EMS Objectives and Targets

DEFINITIONS Environmental Management System (EMS) means a structured management system integrated within the organization to achieve and demonstrate sound environmental performance by controlling the impacts of their activities.

Statewide Fleet Administration (DAS Fleet) means the employees of who perform the duties and responsibilities of managing the vehicles owned by the State of Oregon, DAS Fleet, and used by the employees of the public body.

GUIDELINES:

- I. The employees of the Department of Administrative Services, Statewide Fleet Administration, recognize their responsibility to the environment and future generations. Through the EMS, they pledge to develop and implement policies and programs that will assist Oregon in meeting the goals set forth in the Governor's Executive Order on Sustainability EO 06-02, and any associated rules and statutes.
- II. Superior environmental performance is achieved through a commitment to pollution prevention and waste reduction, establishment and review of objectives and targets, training and awareness, and continual assessment and improvement.
- III. The Environmental Management System ensures that activities, products, and services exceed all applicable rules, regulations, and other requirements.