



US Army Corps  
of Engineers®

Engineer Research and  
Development Center

Product

# Environmental and Safety Compliance Assessment Tools

## Technology

The Environmental Assessment and Management (TEAM) Guide is one of a host of compliance assessment tools developed by the U.S. Army Corps of Engineers Engineer Research and Development Center, Construction Engineering Research Laboratory (ERDC-CERL) that offer Federal facility environmental managers a comprehensive, unified approach to environmental compliance assessments. The TEAM Guide eliminates duplication in the creation of compliance protocols for the military services and civilian Federal agencies. The TEAM Guide addresses compliance in the areas of: air quality, cultural resources, environmental management systems (EMS), hazardous materials, hazardous waste, natural resources, environmental program management (including NEPA), pesticide management, pollution prevention, petroleum, oils and lubricants (POL), storage tanks, solid waste management, toxic substances (PCBs, asbestos, radon, lead-based paint), wastewater, water quality/drinking water, and Executive Order (EO) 13423. State and Federal Agency Supplements to the TEAM Guide address agency/component-specific program guidance and regulations, instructions, orders, policy, and directives. The TEAM Guides include a common numbering/classification system that coordinates Federal, agency/component, and state requirements to let users assess state and Federal compliance together. Over 16 Federal Agencies use the TEAM Guide and its Supplements.

In FY02, the U.S. Army Corps of Engineers and several other Federal and military organizations jointly funded the development of compliance assessment protocols based on the General Industry and Construction Standards of the Occupational Safety and Health Administration (OSHA) and the Radiation Protection Guide based on the regulations of the Nuclear Regulatory Commission found in 10 CFR 20 and 10 CFR 31. The Occupational Safety and Health Guide (OSH Guide) and the Radiation Protection Guide can be used in conjunction with the TEAM Guide and its Supplements to support a complete environmental and safety assessment in one operation. ERDC-CERL personnel have also developed protocols for agencies who wish to address flight safety and weapons safety (explosives management) as part of their compliance program.

With the diversity of partners engaged in the TEAM Guide, ERDC-CERL has developed and supported Federal facility-specific environmental and safety programs including process planning, audit training, database management, reporting, and program integration for multiple Federal agencies. ERDC-CERL has also developed computer applications to assist personnel in using the compliance protocols:

- *Compliance and Process Tracking (CPTrack™)*. A web-based tool developed to enable an Agency to identify the activities and functions at their facilities, conduct a self-audit of environmental or safety compliance based on the activities and functions at a facility, document a comprehensive internal and/or an external safety or environmental audit, track the closure of findings of noncompliance from the self and/or external audit, document regulator site visits, and reduce the number of data calls to the field. *CPTrack™* is a subscription-based service jointly funded by multiple Federal agencies that is not available through DENIX.
- *ListBuilder™*. A Web-based search tool that helps users identify environmental requirements that apply to individual facilities based on processes or activities, and provides assessment “how-to” guidance. A demonstration version of *ListBuilder™* is available at URL: <http://www.cecer.army.mil/ListBuilderusps>

## Problem

The number and complexity of environmental regulations at both the Federal and state level continue to increase rapidly. The 1992 *Federal Facilities Compliance Act* waived sovereign immunity for Federal agencies from fines associated with hazardous waste violations, and intensified scrutiny of Federal facilities environmental compliance programs. This scrutiny continues to increase as environmental statutes are amended to waive Federal

agencies immunity from fines (i.e., the Safe Drinking Water Act in 1996). Additionally, the issuance of Executive Orders (EO), most recently EO 13423, requires Federal agencies to meet the same compliance requirements as the private sector and lessens their environmental and energy footprint. ERDC-CERL began developing environmental compliance assessment manuals for all branches of the Air Force and Army in the mid-1980s. As each agency/component program grew, the production of multiple versions of environmental compliance assessment manuals became a costly duplication of effort.

**Expected Cost To Implement**

Environmental Compliance Assessment Tools are available to TEAM and *OSH Guide* partners through Fedcenter.gov. Environmental Compliance Assessment Tools are available to DoD users through the DENIX web site (see the “Distribution Source” section).

**Benefits/Savings**

These compliance assessment tools offer cost-saving process efficiencies: the Federal/state manual eliminates the duplication of effort required by varied formats of the same content. The TEAM Guide, its supplements, and the *OSH Guide* provide a common baseline for implementing Federal agency environmental and safety compliance assessment programs. A common numbering/classification system facilitates comparisons of Federal and state regulatory requirements while allowing incorporation of component specific requirements. These collective documents serve as assessment and reference tools for Federal facility environmental managers.

The continuously updated electronic documents eliminate the printing and distribution of paper copies. *CPTrack™* allows agencies to manage the entire environmental and safety compliance assessment process, from field audits and report writing through corrective action and management plans. *ListBuilder™* allows easy access to the protocols to all levels of users, makes it easier to use the protocols by linking checklist items to processes, provides guidance for internal assessments, and allows users to download the protocols in different computer formats for use in Agency-specific software.

**Status**

The TEAM Guide, Component Supplements, and *OSH Guide* are updated quarterly. State supplements are updated yearly. All documents are posted on DENIX and Fedcenter.gov.

**Distribution Source**

All documents are posted on DENIX and are available to registered DOD personnel for use in performing compliance assessments and daily operations, through URL:

<https://www.denix.osd.mil/portal/page/portal/denix/environment/ComplianceTools>

All documents are posted on Fedcenter.gov and are available for use in performing compliance assessments and daily operations, through URL:

<http://www.fedcenter.gov/programs/compliance/assessment/>

**POCs**

All POCs for this technology can be reached at ERDC-CERL-CN-B, PO Box 9005, Champaign, IL, 61826-9005, Fax: 217-373-3430, or directly at:

- Peter M. Heinricher, Researcher (contact for *ListBuilder™*), Phone: 217-398-5510, e-mail: [Peter.M.Heinricher@usace.army.mil](mailto:Peter.M.Heinricher@usace.army.mil)
- Tina M. Hurt, Researcher (contact for OSH Guide/Radiation Protection and Federal facility programs), Phone: 217-373-3441; e-mail: [Tina.M.Hurt@usace.army.mil](mailto:Tina.M.Hurt@usace.army.mil)
- Dr. David A. Krooks, Researcher (contact for flight and weapons safety), Phone: 217-373-3432; e-mail: [David.A.Krooks@usace.army.mil](mailto:David.A.Krooks@usace.army.mil)
- Carolyn Y. O'Rourke, Researcher (contact for TEAM Guide State Supplements), Phone: 217-373-5553; e-mail: [Carolyn.Y.Orourke@usace.army.mil](mailto:Carolyn.Y.Orourke@usace.army.mil)
- Donna Schell, Researcher (contact for the TEAM Guide, *CPTrack™*, and Federal Facility programs), Phone: 217-373-5841; e-mail: [Donna.J.Schell@usace.army.mil](mailto:Donna.J.Schell@usace.army.mil)

**Available Documentation**

All documents are posted on DENIX and Fedcenter.gov and are available through the URL listed above in the “Distribution Source” section.

**Available Training**

The DENIX calendar lists upcoming events such as training courses, seminars, and conferences: <https://www.denix.osd.mil/portal/page/portal/denix/conferences>

The FedCenter Events and Training calendars list upcoming events:

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

**Available Support**

Questions, comments, and other typical “help” requests may be directed to the appropriate POCs (listed above).