

JUN 28 2004

SUBJECT: ARS Environmental Management  
System Policy Statement

TO: Area Directors

FROM: James H. Bradley /s/ James H. Bradley  
Deputy Administrator

Executive Order (E.O.) 13148, "Greening the Government Through Leadership in Environmental Management," requires each Federal agency to develop and implement an Environmental Management System (EMS) at its locations by December 31, 2005. An EMS is a framework that allows an organization to consistently address the effects its operations may have on the environment. The foundation of a successful EMS includes the development and maintenance of an effective policy statement.

Enclosed for your use is the Agricultural Research Service's (ARS) EMS Policy Statement. This policy statement documents the Agency's principle environmental commitments and provides a framework for establishing environmental goals and objectives. The policy was developed by a team of safety, health, and environmental professionals within the Agency. We would like to thank the following team members for their input:

- Pete Jovanovich, Team Leader
- Lori Miller, Team Member
- Elsa Payne, Team Member
- Jim Simmons, Team Member
- Nora Spiller, Team Member
- John Van de Vaarst, Team Sponsor

Please disseminate and communicate this policy throughout your organization. This policy will be made available on the ARS, Administrative and Financial Management Web site at <http://www.afm.ars.usda.gov/fd/SHEMB.HTM> and will be maintained by the Facilities Division (FD), Safety, Health, and Environmental Management Branch (SHEMB).

Within the next 6 months, the committee will publish an implementation guide to assist in developing location EMS'. It should be noted that many of the EMS requirements already exist and will not require a major overhaul of your current program.

We greatly appreciate your commitment and support as we continue to make systematic environmental management an integral part of our day-to-day decisionmaking and operational processes. This important step will further enhance mission performance and the effective use of our resources.

If you have any questions, please contact your Area Safety and Health Manager, or you may contact Terry L. Roark, Chief, SHEMB, FD, on 301-504-1248.

Enclosure

cc: w/encl.

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ARS:AFM:FD:SHEMB:PJovanovich:sds:6/23/04:301-504-1248:ARS EMS Policy  
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# **Agricultural Research Service Environmental Management System Policy Statement**

The Agricultural Research Service (ARS) conducts research to develop solutions to agricultural problems of high national priority. In conjunction with this mission, ARS is committed to protecting human health and the environment; meeting or exceeding Federal, State, and local laws, regulations, codes, and guidelines; and employing sustainable pollution prevention practices. Whenever feasible, ARS will utilize pollution prevention initiatives as the means for achieving compliance. We will strive to minimize impacts and continually improve our environmental performance by:

- Maintaining a policy of commitment to environmental excellence.
- Developing annual goals, objectives, and targets to advance our program performance in terms of both regulated and unregulated impacts.
- Considering environmental impacts when making policy, planning, purchasing, and operating decisions.
- Identifying and complying with pertinent requirements in Federal, State, and local laws and regulations; permits; Department of Agriculture and ARS policies and procedures; and industry codes that we must adhere to.
- Requesting the necessary resources to successfully carry out our goals, objectives, and targets.
- Making personnel aware of their environmental roles and responsibilities, providing appropriate training, and holding employees accountable for their performance and actions, including recognizing them for outstanding performance.
- Effectively communicating with employees, partners, stakeholders, customers, and the general public, our commitment to the environment and soliciting their input in developing and achieving our goals and objectives.
- Routinely monitoring our environmental operations and conducting periodic inspections, audits, and reviews to ascertain that we meet applicable standards and to evaluate our program effectiveness.
- Correcting identified deficiencies in a timely manner and taking appropriate steps to prevent their recurrence.
- Clearly documenting and reporting the progress and achievements related to this policy.

6/23/04