

**DoD EMS Metrics, FY2009-2011**

**Clarifications**

These clarifications are intended as an aid to completing the DoD EMS Metrics consistently and to address DoD-specific situations and/or requirements. The DoD EMS Work Group will develop and issue additional clarifications as required.

**Part I: Facility/Organization-level Information**

**Description.** To adequately describe the scope of the EMS list the name of the installation that makes up the EMS, or if it is a multi-site EMS list the names of the installations that make up the EMS.

**Full Implementation Date.** The full implementation date for all DoD EMS's is December 31, 2009.

**Performance Track Recognition.** EPA's Performance Track program has been discontinued. Leave the block blank, or use N/A.

**Part II: EMS External Audit and Declaration of Conformance**

Conformance requires a formal declaration (or re-declaration of conformance) for all appropriate facilities and organizations in accordance with CEQ's EO 13423 Implementing Instructions and the DoD Component's declaration of conformance protocol. The following definitions apply:

**Full Implementation.** For the purpose of conformance to EO 13423, an EMS shall be considered fully implemented when (1) it has been the subject of a formal audit by a qualified party outside the control or scope of the EMS (generally known as an external, or second party audit); (2) audit findings have been recognized by the appropriate level of the agency implementing the EMS; and (3) the appropriate senior manager accountable for implementation of the EMS has declared conformance to EMS requirements.

**Conformance.** The appropriate facility or organization meets the requirements of its EMS and DoDD 4715.1E or equivalent EMS in accordance with the DoD Component's EMS declaration of conformance protocol. An EMS with minor non-conformances can be considered conformant as long as corrective action is defined, planned, and endorsed (i.e., "recognized") by senior management. An EMS with non-reconciled major non-conformances cannot be considered in conformance.

**Declaration of Conformance.** Filed every 3 years following *full implementation* of an EMS (as defined above).

**Part III: EMS Performance Metrics for EMS Scorecard**

**1. Environmental Aspects**

- An *environmental aspect* is an element of an organization’s activities or products or services that can or does interact with the environment. These interactions and their effects may be continuous in nature, periodic, or associated only with certain events (such as emergencies).
- A *significant environmental aspect* has or can have a significant environmental impact (either adverse or beneficial)
- There is no single method to identify *environmental aspects*. One way is to consider your activity’s air emissions, water releases, land releases, use of raw materials and natural resources, use of energy, energy emitted (e.g., heat, radiation, vibration), and waste and by-products.

<b>Environmental Aspect</b>	<b>→</b>	<b>Environmental Impact(s)</b>
Emissions of volatile organic compounds (VOCs)	→	Air pollution, smog
Discharges to stream	→	Degradation of aquatic habitat and drinking water supply
Spills and leaks	→	Soil and groundwater contamination
Electricity use (from coal fired power plant)	→	Air pollution, global warming
Use of recycled paper	→	Conservation of natural resources

**2. Sustainable Practices**

- Refers to the *environmental aspects* of the sustainable practices areas referenced in EO 13423, section 2.
- If the EMS appropriate facility/organization has some sort of working group that addresses EO 13423 issues, the minimum score should at least be “B.”

**3. Objectives, Targets, and Programs**

- If your objectives, targets, and programs deal with the sustainable practice areas from EO 13423, section 2, ensure they refer to the *environmental aspects* of those sustainable practice areas.

**5. Operational Controls**

- Controls established at higher management levels than the EMS appropriate facility/organization shall be counted as applying to the EMS being measured.

## **6. Contracts and Concessionaire Agreements**

- Score of “C” - if a facility/organization does not have control over an appropriate contract but has notified authorities who do have control, then the score is “C.”
- Score of “D” - if a facility/organization does not have control over an appropriate contract but has notified authorities who do have control, and these authorities have included EMS requirements then the score is “D.”

## **7. Evaluation of Compliance with Regulatory Requirements**

- DoD facilities/organizations will likely score either a “C” or “D” depending on the status of environmental compliance audits and the implementation of corrective actions.
- Score of “C” – missed a scheduled compliance audit or do not have corrective actions planned/programmed.
- Score of “D” – compliance audits conducted as scheduled and corrective actions planned and programmed.

## **Part IV: EMS Implementation Information**

These questions refer to the environmental aspects of energy use, greenhouse gas emissions, renewable energy use, water use, purchasing, solid waste generation, purchasing and using toxic or hazardous chemicals, construction/lease/operation/maintenance of buildings/vehicle fleet use/petroleum products use/purchase/use/disposal of electronic equipment, regulated products, activities, and services

If the questions asked are addressed at a level higher than the EMS appropriate facility/organization, then the answer is “yes” for the installation/organization