

EDO Principal Correspondence Control

FROM: DUE: 03/27/02 EDO CONTROL: G20020117
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FINAL REPLY:

Christine Todd Whitman
U.S. Environmental Protection Agency (EPA)

TO:
Chairman Meserve

FOR SIGNATURE OF : ** GRN ** CRC NO: 02-0148
Travers, EDO

DESC: ROUTING:
Executive Order 13148, "Greening the Government
Through Leadership in Environmental Management
(Due: 3/29/02)
Travers
Paperiello
Kane
Norry
Craig
Burns
Cyr, OGC
Funches, CFO

DATE: 03/01/02

ASSIGNED TO: CONTACT:
ADM Springer

SPECIAL INSTRUCTIONS OR REMARKS:

OFFICE OF THE SECRETARY
CORRESPONDENCE CONTROL TICKET

Date Printed: Mar 01, 2002 08:49

PAPER NUMBER: LTR-02-0148 **LOGGING DATE:** 02/28/2002
ACTION OFFICE: EDO

AUTHOR: Christine Todd Whitman (EPA)
AFFILIATION: EPA
ADDRESSEE: CHRM Richard Meserve
SUBJECT: Concerns Executive Order 13148, Greening the Government Through Leadership in Environmental Management

ACTION: Signature of EDO
DISTRIBUTION: RF

LETTER DATE: 02/20/2002
ACKNOWLEDGED No
SPECIAL HANDLING: SECY to Ack

NOTES: RESPONSE DUE TO EPA NLT FRIDAY, MARCH 29, 2002

FILE LOCATION: ADAMS

DATE DUE: 03/27/2002 **DATE SIGNED:**

EDO --G20020117



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

FEB 29 2002

THE ADMINISTRATOR

The Honorable Richard A. Meserve
Chairman
Nuclear Regulatory Commission
One White Flint North Building, 11555 Rockville Pike
Rockville, MD 20852

Dear Mr. Meserve:

I am writing to request that the Nuclear Regulatory Commission prepare and submit, by March 29, 2002, a report outlining your agency's progress in implementing the requirements of Executive Order 13148, *Greening the Government Through Leadership in Environmental Management*.

Executive Order 13148 requires each agency to submit an annual progress report to the Administrator of the U.S. Environmental Protection Agency to allow a review of implementation status across the federal community. The Interagency Environmental Leadership Workgroup has prepared the enclosed guidance document for calendar year 2001, communicating specific reporting requirements and other environmental leadership efforts that arose in 2001. As noted in the guidance, the reports should be transmitted to EPA's Office of Enforcement and Compliance Assurance.

Calendar year 2001 reports will cover the first full year of implementation and will establish a critical baseline for future improvement. The past year was a very active time, during which many agencies reviewed environmental policies, looked at how well environmental management was integrated into day-to-day operations, and initiated efforts to improve environmental stewardship. Working together in the Interagency Environmental Leadership Workgroup, agencies shared knowledge and expertise and made considerable progress. EPA will summarize federal agency responses into a single progress report, copies of which will be provided to your Agency Environmental Executive. The President's Council on Environmental Quality has requested a copy of each agency's report, and the Office of the Federal Environmental Executive will use the reports in preparing its biennial *Greening the Government* report to the President. If you have any questions, please have your staff contact Craig Hooks, Director of EPA's Federal Facilities Enforcement Office, at (202) 564-2510.

Thank you for your cooperation and assistance.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Christine Todd Whitman".

Christine Todd Whitman

Enclosure

cc: Patricia Norry, Agency Environmental Executive

**Executive Order 13148, Greening the Government Through Leadership in
Environmental Management:
Guidance for Calendar Year 2001 Annual Report**

The purpose of this guidance is to assist Federal agencies in gathering and reporting the information necessary to address the requirements of Section 307 of Executive Order 13148, "Greening the Government Through Leadership in Environmental Management." The primary goal of the E.O. is to ensure that each Federal agency integrates environmental accountability into day-to-day decision-making and long-term planning processes and across its missions, activities, and functions. To allow recognition of each agency's successes in achieving the goals of E.O. 13148, Section 307 requires that each agency prepare an annual report describing agency progress towards the goals of the order. Each agency's annual report for calendar year 2001 should be sent to the address listed below by March 29, 2002.

E.O. 13148, Section 307 states that Federal agency annual reports "shall include a description of the progress that the agency has made in complying with all aspects of this order." This guidance was developed in coordination with the Interagency Environmental Leadership Workgroup formed under Section 306 of the order and chaired by the Environmental Protection Agency.

Sections 502, 503 and 505 are specifically cited as sections of the E.O. that must be addressed in the agency annual report.

- Section 502 addresses reduction goals for Federal agency release of toxic chemicals as reported under Section 313 of the Emergency Planning and Community Right-to-Know Act by establishing calendar year 2001 as the baseline year for reduction goals. For calendar year 2001, agencies are requested to report plans to establish the baseline for section 502.
- Section 503 addresses reduction goals for the reduction in use of specified chemicals for specific uses by Federal agencies. At this time, Interagency Workgroup efforts under Section 503 have not resulted in the list of chemicals called for in section 503(b); consequently, agencies should not include progress reports for this section.
- Section 505 of E.O. 13148 establishes a variety of actions that are to be taken by agencies to reduce and manage the use of ozone depleting substances (ODS) at Federal facilities including the development of a plan to phase out acquisition of Class I ODS by December 31, 2010. Development of each agency's plan was due twelve months from the date of signature of the order (April 2001). Therefore, the calendar year 2001 annual report should include an affirmation that such plan has been developed and as relevant, available descriptions of successes in replacing ODS at Federal facilities as well as identification of challenges encountered in reducing use of ODS. Agencies are requested to provide copies of the agency plan required under section 505.

Various other sections of E.O. 13148 require that action be taken by Federal agencies or facilities within twelve to eighteen months of the date of signature of the order (April 2001 to October 2001); sections of the order requiring actions during the calendar year 2001 reporting period are listed below. Agencies are requested to confirm whether such requirements have been addressed for each section listed below and provide appropriate background information where useful.

- Section 305 requires agency policies, strategies and plans to be updated as appropriate to reflect the order. Agencies are requested to provide copies of amended, updated or new policies, or documents.
- Section 401 requires each agency (bureau/service) to conduct an agency-wide self assessment based on an accepted environmental management system framework. Agencies are requested to provide copies of those assessments as well as a brief summary regarding agency efforts to review and respond to any findings resulting from the self assessment.
- Section 402 require that Federal agencies which did not have an established regulatory compliance auditing program prior to the order, develop and implement such a program. Agencies are requested to affirm the status of their regulatory compliance auditing program.
- Section 601 requires that agencies incorporate the Guidance for Presidential Memorandum on Environmentally and Economically Beneficial Landscape Practices on Federal Landscaped Grounds in to agency landscaping programs, policies and practices. Agencies are requested to confirm the status of agency recognition of the Guidance including any projects which reflect the Guidance and including any agency response to section 704 requiring that agency acquisition and procurement practices for landscaping services conform to environmentally and economically beneficial landscaping practices
- Section 701 requires that agencies implement programs to ensure that agency procurement officials and acquisition program managers are aware of the requirements of the order. Agencies are requested to describe efforts to ensure that appropriate procurement officials and acquisition program managers recognize their roles and responsibilities in supporting the requirements of the order.

In addition, the report should specifically address the status of agency efforts to implement EMS at their facilities. In particular, success stories and experiences reflecting costs and benefits of EMS implementation at Federal facilities would be appreciated. Federal agencies are encouraged to use the report to provide additional information regarding success in

addressing the goals of the order including consideration of life cycle concepts into facility and agency procurement. Finally, Federal agencies should use the E.O. 13148 annual report as an opportunity to share information regarding agency environmental successes and challenges with their community and other interested parties.

Each agency annual report should be forwarded to EPA's Federal Facilities Enforcement Office (MC 2261A), 1200 Pennsylvania Avenue, Washington D.C. 20460, by March 29, 2002. If you have any questions, please feel free to contact Craig Hooks, Director of EPA's Federal Facilities Enforcement Office at 202-564-2510 or have your staff contact Will Garvey at 202-564-2458. Thank you for your continued support for making the Federal community a leader in protection of the environment.



United States
Environmental Protection
Agency
Washington, DC 20460

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Chairman
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Rockville Pike
Rockville, MD 20852

20852/9333

