



Department of Energy
Washington, DC 20585
September 15, 2004

MEMORANDUM TO: Distribution

FROM: John Spitaleri Shaw
Acting Assistant Secretary
Office of Environment, Safety and Health

SUBJECT: Annual Progress Reports on Implementation of
Greening the Government Executive Orders 13101
and 13148

The purpose of this memorandum is to request your assistance in providing data necessary for the annual progress reports for fiscal year (FY) 2004 on the Department of Energy's (DOE) implementation of Executive Orders 13101 and 13148. These reports are due to the Council on Environmental Quality (CEQ), the Office of Management and Budget, and the Environmental Protection Agency in March 2005. Pursuant to DOE Order 450.1, I am responsible for coordinating the complex-wide data collection for these annual progress reports and their preparation, and you are responsible for ensuring that all sites under your purview make such information available to the Office of Environment, Safety and Health (EH).

The reports will reflect the Department's performance for FY 2004 on meeting Federal agency environmental management system (EMS), pollution prevention and environmentally preferable purchasing goals and requirements. The pollution prevention website is available for reporting FY 2004 data on reductions in the generation of waste and the release of pollutants to the environment, procurement of recycled-content materials and environmentally preferable products, and other pollution prevention accomplishments (www.eh.doe.gov/p2). Beginning October 1, 2004, the pollution prevention and recycling coordinators at sites under your purview will be provided with access to this website along with instructions on entering their FY 2004 performance data and site-specific accomplishments electronically. A directory of pollution prevention and recycling coordinators is provided for your information at attachment 1.

In addition to profiling the Department's pollution prevention performance, the reports will also present information on DOE's progress in implementing the EMS provisions of EO 13148 and DOE Order 450.1. The Department is committed to implementing the EMS requirements of the Orders by December 31, 2005. EH will continue to compile information on the Department's EMS progress based on data to be provided by your designated points of contact on the

current status of EMS implementation at each of your sites. It is important for EH to have up-to-date information on the status of EMSs at your sites because DOE, along with other Federal agencies, will be scored by CEQ on its progress in meeting EO 13148 goals for EMS implementation. A list of line management points of contact for EMS implementation is provided for your information at attachment 2.

I am requesting that the pollution prevention data needed for the Department's EO 13101 and EO 13148 progress reports from those sites under your purview be recorded electronically on the aforementioned pollution prevention website by the timelines shown in attachment 3.

Questions concerning the FY 2004 progress reports may be directed to Jane Powers, EH-43, at (202) 586-7301 or jane.powers@eh.doe.gov.

Attachments (3)

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Mark Maddox, Acting Assistant Secretary for Fossil Energy
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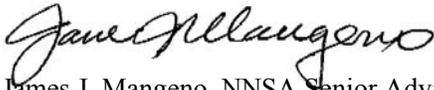
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THRU: James J. Mangeno, NNSA Senior Advisor, Environment, Safety and Health

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Manager, Pantex Site Office
Manager, Livermore Site Office
Manager, Nevada Site Office
Manager, Y-12 Site Office
Manager, Savannah River Site Office
Manager, Los Alamos Site Office
Director, NNSA Service Center, Albuquerque
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Office of Science
Arnold Edelman

National Nuclear Security Administration
James Mangeno

Office of Management, Budget and Evaluation
Richard Langston

Office of Independent Oversight and Performance
Ching-San Huang

EMS IMPLEMENTATION AT DOE SITES
(List of Sites and Programs Responsible for EMS Implementation)

Office of Environmental Management

POC: lawrence.bailey@hq.doe.gov, EM-3

- East Tennessee Technology Park
- Office of River Protection (CH2MHill)
- Richland (Fluor Daniels Hanford; Bechtel Hanford)
- Paducah Site
- Portsmouth Gaseous Diffusion Plant
- Savannah River Site
- West Valley Demonstration Project
- Fernald Environmental Management Project
- Mound Site/Miamisburg Closure Project
- Rocky Flats Environmental Technology Site Closure Project
- Waste Isolation Pilot Plant

Office of Fossil Energy

POC: craig.zamuda@hq.doe.gov, FE-7; Alternate: connie.lorenz@hq.doe.gov, FE-7

- National Energy Technology Laboratory (MGN/PGH)
- Albany Research Center
- Strategic Petroleum Reserve
- Naval Petroleum and Oil Shale Reserves CO/UT/WY

National Nuclear Safety Administration

POC: robert.peterson@nnsa.doe.gov, NA-117

- Sandia National Laboratories (NM)
- Sandia National Laboratories (CA)
- Los Alamos National Laboratory
- Lawrence Livermore National Laboratory
- Nevada Test Site

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- Pantex Plant
- Y-12 National Security Complex
- Kansas City Plant
- Savannah River Tritium Facility

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- Bettis Atomic Power Laboratory
- Knolls Atomic Power Laboratory (NY)

Office of Nuclear Energy, Science and Technology

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- Idaho National Engineering and Environmental Laboratory
 - Argonne National Laboratory (West)
 - Idaho Advanced Mixed Waste Treatment Facility
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Office of Science

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- Ames National Laboratory
- Argonne National Laboratory (East)
- Brookhaven National Laboratory
- Fermi National Accelerator Laboratory
- Lawrence Berkeley National Laboratory
- Oak Ridge National Laboratory
- Oak Ridge Institute for Science Education
- Pacific Northwest National Laboratory
- Princeton Plasma Physics Laboratory
- Stanford Linear Accelerator Center
- Thomas Jefferson National Accelerator Laboratory

Office of Energy Efficiency and Renewable Energy

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- National Renewable Energy Laboratory

Office of Civilian Radioactive Waste Management

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- Yucca Mountain Geologic Repository Project

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Office of Legacy Management

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- Grand Junction
-

P2 Performance Tracking and Reporting System -- Data Entry Timelines

Activity	Date
Web site opens for data entry for EO 13101 and EO 13148 annual reports, and for P2 award nominations	October 1, 2004
Sites complete entry of EO 13148 report data (Pollution Prevention)	December 3, 2004
Sites submit P2 best-in-class awards nominations to Program Offices	December 17, 2004
Sites complete entry of EO 13101 report data (Environmentally Preferable Procurement)	December 31, 2004
Program Offices select P2 best-in-class awards and notify EH-1	January 7, 2005