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TAB E

**CRITERIA FOR NOMINATION OF INSTALLATIONS FOR THE CNO AND
SECRETARY OF THE NAVY RECYCLING AWARD**

1 Introduction.

1.1 Describe the mission, approximate civilian and military population (unless classified), and total acreage of the installation.

1.2 Describe the environmental challenges at the installation.

2 Background

2.1 Summarize the environmental challenges at the installation.

2.1.2 Describe the organization and staffing of the installation recycling program and the management approach used.

2.1.3 Describe any installation, community, or boards that influenced the recycling program.

3 Program Summary

3.1 Describe the objectives of the recycling program and the degree of attainment of each objective during the preceding 2 fiscal years (inclusive of the award fiscal year).

3.1.2 Describe the most outstanding features of the program during that period.

4 Accomplishments. Describe the most outstanding accomplishments during the preceding 2 fiscal years (inclusive of the award fiscal year) in the following areas, as applicable:

4.1 Recycling Programs

- a. Type of recycling program.
- b. Size of the recycling program.

c. Activities or communities impacted.

d. Achieved reductions in waste streams.

e. Purchases of recycled content goods and materials.

f. Closed loop recycling projects.

g. Source reduction projects.

h. Materials removed from the waste stream.

4.2 Education and Outreach

a. Programs to enhance recycling awareness at any level or any functional area of the Military Department or Defense Agency.

b. Community involvement, activities, and affiliations of civic and environmental organizations within the recycling program.

c. Cooperation with Federal, State, and local agencies, organizations, and academic institutions.

4.3 Reductions Achieved

a. Start and end point.

b. Method of measurement.

c. Cost savings.

d. Life cycle implications.

e. Risk reductions.