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TAB C

CRITERIA FOR NOMINATION OF INSTALLATIONS FOR THE CNO AND SECRETARY OF THE NAVY POLLUTION PREVENTION AWARD

1 Introduction.

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

R) 2 Background

2.1 Summarize the environmental challenges at the installation.

2.1.2 Describe the organization and staffing of the installation's environmental program, including the functional offices represented and the management approach used.

2.1.3 Describe any organization, community, or boards that influence the pollution prevention program.

R) 3 Program Summary

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

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

- R) 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:

D)

R) 4.1 Material Substitution

a. Steps taken to identify standardization documents (For example, military specifications

and standards, technical orders, technical manuals, and maintenance requirements cards) that required the use of substances regulated by Federal and State environmental laws. If standardization documents exist, describe steps taken to revise them to eliminate language that requires use of environmentally regulated substances.

b. Efforts to identify possible alternatives to environmentally regulated substances.

c. Efforts to determine whether or not the substances were effective.

d. Environmental problems eliminated by substituting the material; candidate problems for elimination.

e. Processes affected by the material substitution. Explain if the substitution is transferable to other processes at the installation or at other installations throughout DOD.

4.2 Process Modification or Improvement (R)

a. Original process, including cost to operate, length, efficiency, and environmental impacts.

b. Changes to the process, including cost to operate, length, efficiency, and environmental impact.

c. Risk, cost, emissions, and/or hazardous material use reductions achieved.

d. Ability to transfer the improvement/modification to other processes within the installation, the Service's other installations, and the other Military Department's installations.

R) **4.3 Improved Material Management**

a. How the installation has changed its material management practices to reduce environmental liabilities.

b. Measurable results achieved with the change. For example: decrease in hazardous waste generated; decrease in hazardous waste disposed of by volume and cost; reduced risk to workers; reduced fines, penalties and notices of violation; and cost savings, (e.g., reduced procurement of materials).

A) **4.4 Compliance with Executive Order (E.O.) 12856, "Federal Compliance with Right-to-Know Laws and Pollution Prevention Requirements," August 3, 1993**

a. How the installation has met the requirements of section 3-3-2, "Toxic Chemical Reduction Goals. "

b. How the installation has met the requirements of section 3-3-4, "Toxic Release Inventory/Pollution Prevention Act Reporting.

c. How the installation has met the requirements of section 3-3-5, "Emergency Planning and Community Right-to-Know Reporting Responsibilities. "

D)

4.5 Education and Outreach

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

b. Community involvement activities and affiliations of the team with civic and environmental organizations.

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

4.6 Research, Development, and Technology Demonstration/Validation

a. Relationship to user needs.

b. Demonstration of results.

c. Plans for implementation.

4.7 Reductions Achieved

a. Start and end point.

b. Method of measurement.

c. Cost savings.

d. Life cycle cost implications.

e. Risk reduction.