This document has had the subject code changed to **ADS-19**, effective February 27, 2009.

Scroll down the page to read the original directive which was labeled ADS-1.
1. **Purpose.** The purpose of this directive is to implement the Environmental Management Systems (EMS) policy in accordance with 515 Departmental Manual Chapter 4, and E.O. 13148 and E.O. 13101.

2. **Policy.** OSM fully endorses the use of EMS consistent with the provisions of E.O. 13148. The responsibilities and requirements for the use of EMS apply to all applicable facilities, operations, and services that are subject to Federal, state and local environmental requirements. Since all OSM offices are located in GSA assigned space, OSM does not have any appropriate facilities to which this requirement would apply. However, the scope of OSM’s EMS does include energy conservation, occupational safety and health, green purchasing, recycling and electronic stewardship. Relevant to its scope, OSM’s EMS policy is committed to the following:
   
   A. Senior management review, approval and support of the EMS;
   
   B. Compliance with applicable Federal, state and local environmental requirements;
   
   C. Timely correction of problems as a result of environmental findings and budget requests for the same;
   
   D. Promotion of sound environmental practices such as pollution prevention, waste reduction, and the use of environmentally preferable products;
   
   E. Promotion of continuous improvement in environmental performance, including areas not subject to regulation, through goal-setting, performance measurement and training;
   
   F. Communication of environmental performance in policies, programs, and services both internally and externally; and
   
   G. Periodic monitoring and tracking of EMS performance.
3. **Responsibilities.** The Director has overall responsibility for environmental management operations and programs.

Assistant Directors and Regional Directors are responsible for ensuring that EMS programs are implemented.

The Chief, Division of Administration, is responsible for the day-to-day operation of the environmental management systems program.

4. **Reporting Requirements.** Annual Report on Activities Relating to 13148; Resource Conservation and Recovery Act; other Departmental data calls.

5. **References.**

A. 515 Departmental Manual Chapter 4

B. Executive Order 12088, Federal Compliance with Pollution Control Standards, October 13, 1978, as amended.

C. Executive Order 13101, September 14, 1998, Greening the Government through Waste Prevention, Recycling and Federal Acquisition, strengthens and expands Federal commitment to recycling and buying recycled content. (Replaces Executive Order 12873).


E. Clean Air Act, as amended (42 U.S.C. 7401).

F. Federal Water Pollution Control Act, as amended (33 U.S.C. 1251).

G. Public Health Service Act, as amended by Safe Drinking Water Act (42 U.S.C. 300f).


S. Surface Mining Control and Reclamation Act (P.L. 95-87).


U. OSM’s Pilot Telework Policy.

6. **Effect on Other Documents.** None.

7. **Effective Date.** Upon Issuance.

8. **Contact.** Chief, Division of Administration, (202) 208-2593.