

April 11, 2006

**ENVIRONMENTAL, SAFETY AND OCCUPATIONAL HEALTH MANAGEMENT MEETING
MINUTES**

Review Covering May 6, 2005 through April 1, 2006*

April 5, 2006

Attendees: See accompanying sheet

Kevin Reilly, Director, Directorate for Environmental Management and Safety, opened the meeting at 1:30 PM during the DNSC Managers Meeting held at the Springfield, VA Hilton Hotel. He covered environmental performance based upon 2005 and 2006 objectives for the Directorate and the 2006 ESOH Plan. The summary is shown in the accompanying slides.

Jason Boynton, the safety specialist, summarized safety inspections, medical exams and how DNSC compares to the rest of DLA. The slides are also contained in the accompanying slides.

Steve Surface then went over specific issues required in ISO 14001 Standard for management review. The material is contained in the accompanying DNSC-E slides. He started by summarizing DoD and DLA direction that includes a mission focused management system, and several of the DLA requirements that are not yet formalized but are being used in second party reviews of DLA Field Activities. A summary of what we are doing that included a new policy statement under review that more closely links mission and our ESOHMS, and incorporation of several DLA requirements in our IGDs. Where we are headed included integrating more processes into our ESOHMS, optimizing and formalizing processes, and better measurement of performance.

Other measures of environmental performance include audits. Frank Taylor provided a thorough review of our annual internal conformance audit conducted by his office using Paragon Business Solutions in February 2006 at HQ, Point Pleasant, New Haven and Warren Depots. This presentation accompanies this report. He is waiting for the final report and the consolidation of non-conformances and observations. The emphasis during this audit was on the system and how it was being used and how effective it was. A continuing and significant issue was in training where DNSC failed to have a good tracking system documenting training and failed to execute HAZWOPER training in 2005. The internal issue of determining a vendor and executing was too slow and resulted in this failure. DNSC must improve in training and tracking of training or the possibility of a major non-conformance and loss of self-declaration will result. The other vulnerable area is contracts where DNSC must include training contractors, and include specific language in all acquisition contracts including GSA contracts. The COR issue must be addressed where CORs must evaluate contractor performance with our ESOHMS. This is a complex issue and will be worked with DNSC-C. To this end, a follow on is being planned to address the deficiencies, identify systemic corrective actions, and establish a strategic path forward.

Dennis Lynch provided a summary of compliance audit findings and significant areas where the majority of findings have occurred over the past four years. He has verified with Depot Managers that all previous findings have been corrected and closed and has the documentation. Previously DNSC has worked informal emails for corrections and the details have been lost over the years due to personal file keeping rather than corporate filing. The summary is shown in the DNSC-E slides in the accompanying slides.

The status of our objectives and targets was discussed by reviewing each item on Table 5 in IGD 1004. Basically many of the objectives have not been started and dates needed to be updated for mercury management and the movement of the inventory to the final storage location. Changing circumstances included DNSC's role in the DLA EMS implementation efforts and our lead in DES for Lean Six Sigma where Dennis Lynch is the lead. Improvement areas were discussed, follow up from last May's review discussed (training tracking system), and suitability, adequacy and effectiveness. The system is suitable and

adequate to allow integration of business processes and training. Our ESOHMS is maturing and DNSC is identifying opportunities to use the system more effectively.

The conclusion from this review is that DNSC has a maturing ESOHMS and the system is being used more and more to improve operations and ESOH performance. The employees are gradually learning the system and its utility, and with more use, improvements are expected.

The next management review is tentatively scheduled during the fall Managers meeting that has not yet been scheduled.

[View Attendees List](#)

[View DNSC-E Briefing](#)

[View DNSC-DI Briefing](#)

*Management Review scheduled for October 2005 was cancelled since the DNSC Managers Meeting was cancelled.