
**ENVIRONMENTAL, SAFETY AND OCCUPATIONAL HEALTH
MANAGEMENT SYSTEM REVIEW
Minutes**

Review Covering April 6, 2006 through December 4, 2006

Attendees: See accompanying sheet

Stephen Surface, Chief, Environmental Management, Safety and Occupational Health Division, and Environmental Management System Representative, opened the meeting at 8:00 AM during the DNSC Fall/Winter Managers Meeting held in Room 3101 at the McNamara Headquarters Complex on Ft Belvoir, VA. The summary is provided in the accompanying slides.

Accomplishments during CY 2006 were discussed. A new ESOH policy statement was signed by Cornel Holder on August 4, 2006 and distributed by email to everyone. The policy includes that Cornel Holder asks everyone for their support. This statement provides a specific mission enhancement focus and follows the DLA EMS policy statement recently signed by LTG Dail. Mission specific objectives and targets were developed and tracked that include operational issues. Training strategy and planning is required due to the conversion of position descriptions of depot personnel. Training content and venue is currently being examined. Roles and responsibilities changed due to the restructuring within DNSC. Contracts and Marketing merged as well as Operations and Environment.

Frank Taylor summarized the most recent external conformance audit conducted by the US Army's CHPPM in August 2006. Training and document control were the areas with most minor nonconformances. It was noted that beginning this fiscal year, our internal conformance audit will be done by a contractor vice our EPSs. We have determined that an independent review of our management system offered more constructive findings. Also since DLA is now conducting triennial external conformance reviews, we will replace our annual CHPPM audits with DLA beginning in 2008.

Dennis Lynch discussed our compliance audits and root cause analysis. The three areas where our Depots had most findings over the past several years were hazardous waste management, hazardous material management, and wastewater management. Our ESOH training will include emphasis in these areas that should resolve the root causes for findings.

DES-E conducted an environmental programs review using CHPPM in September at two Depots. Overall the results were positive citing our maturing ESOHMS. Six recommendations were provided and actions are underway to address these findings.

Our objectives and targets were discussed and Table 5 that lists these objectives and targets, was distributed. All were on track except for mercury transport to Hawthorne. That project is on-going and expected to be completed by early FY 2008.

There was no issue with communications. All Community Relations Plans are planned to be updated this fiscal year.

Changing circumstances included the smaller environmental staff performing the same amount of environmental work, but added efforts in cross training with operations and participation on projects. There is also a NEPA emphasis in DLA. DNSC will also have a continued role in enterprise-wide EMS.

Follow up actions from the April management review included our on-going efforts in training course content and execution, and acquisition contract language. We must develop a process to route all acquisition contracts to include environmental staff, who can suggest appropriate language.

Recommendations for continual improvement include the substantial rewrite of our ESOHMS Manual caused by restructuring. Also a suggestion to include a project coordinator within DNSC-M was offered to ensure priorities and funding in operations and environment were optimized.

The next management review will be scheduled in the spring of 2007.

ATTENDEES (23)

DNSC-D	Cornel Holder, Essie Schloss, Frank Taylor
DNSC-C	Cheryl Deister, Jennifer Iribarren, Watt Lough, Sharon Blue, Danny Lester
DNSC-G	Scott Romans
DNSC-M	Ronnie Favors, Steve Surface, Gary Gulino
DNSC-R	Cheryl Kates, Vickey Ellison

Depots

Hammond	John Olszewski
New Haven	Nikki Horther
Pt. Pleasant	John Eller
Scotia	Dennis Wesolowski
Somerville	Donald Reed
Warren	Jack Pittano



ESOHMS Management Review

DNCS Manager's Meeting

December 4, 2006

Management Review



- Agenda

- What We Did in CY 2006
- Results of Conformance Audits and Status of CARs
- Results from Compliance Audits and CARs
- DES-E Environmental Program Review
- Objectives and Targets
- Communications
- Changing Circumstances
- Follow-up Actions from April Review
- Recommendations
- CY 2006 Environmental Excellence Award



Management Review

- What We Did in CY 2006
 - New ESOH Policy
 - Mission Specific Objectives and Targets
 - Training Strategy
 - Revised Roles and Responsibilities for Changing Organization



Management Review

- Results of Conformance Audits and Status of CARs
 - Audit Conducted July 24 – August 4
 - 11 Minor Non-conformances
 - 13 Observations



Management Review

- Non-conformances
 - 4.2 Environmental Policy
 - 4.4.2 Competence, Training and Awareness (3)
 - 4.4.5 Control of Documents (4)
 - 4.4.6 Operational Control
 - 4.5.3 Nonconformity, Corrective and Preventive Action
 - 4.5.4 Control of Records



Management Review Compliance Audits

- **Root cause analysis:**
 - Looked at results from audits conducted during FY 2002 – 2005
 - Identified 3 areas for improvement, Hazardous Waste Management, Hazardous Materials Management and Wastewater Management
 - Working with DLA Training Center to develop training to address these areas. Include with Annual HAZWOPER Refresher



Management Review Compliance Audits

- Hazardous Waste Management
 - Storage
 - Universal waste
- Hazardous Materials Management
 - Storage management
 - Labeling
- Wastewater Management
 - SWPPP



Management Review Compliance Audits

- **Results from Compliance Audits and CAR's**

Location	HWM	NEPA	P2
Warren	1	1	
Scotia	2	1	1
- **Environmental Assessment for Restructuring**
 - No NEPA review for recent restructuring plan
 - Categorical exclusion or environmental assessment?



Management Review

DES-E Environmental Programs Review

- Overall positive review
- Six recommendations have been addressed



Management Review

Objectives and Targets



MANAGEMENT REVIEW

- | | |
|--|-------------------|
| • Lead transport no release | Completed/ Warren |
| • Recycling toner & ink | DAPS contract |
| • Storm Water management | No NOV's |
| • Out loading chromite, Mn, ferromanganese | Completing |
| • Site closure SOP | Done |
| • Mercury transport to HWAD | Planning |



Management Review

- **Communications**
 - **Updated Community Relations Plans**



Management Review

- **Changing Circumstances**
 - **Smaller ME Staff Doing More**
 - **NEPA Emphasis in DLA**
 - **Continued Role in Enterprise-wide EMS (de facto center for excellence for EMS in DLA)**



Management Review

- **Follow-up from April Review**
 - **Training Execution**
 - **Acquisition Contract Language (no process in effect)**



Management Review

- **Recommendations**
 - **Significant Changes in ESOHMS Manual**
 - **Consider Project Coordinator in DNSC-M**



Management Review

CY 2006 Environmental Excellence Award