DEPARTMENT OF THE NAVY
NAVAL AIR WEAPONS STATION
1 ADMINISTRATION CIRCLE
CHINA LAKE CA 93555-6100

IN REPLY REFER TO:
5090
Ser PR241/055
24 Feb 16

MEMORANDUM FOR ELECTRONIC DISTRIBUTION

From: Commanding Officer, Naval Air Weapons Station, China Lake

Subj: NAVAL AIR WEAPONS STATION CHINA LAKE ENVIRONMENTAL POLICY

Ref: (a) NAWSCLINST 5090.2A, Environmental Management System

Encl: (1) Naval Air Weapons Station, China Lake Environmental Policy of Feb 16
(2) Naval Air Weapons Station, Environmental Management System Background Brief of Feb 16

1. Per reference (a), I have endorsed an Environmental Policy for the Naval Air Weapons Station (NAWS), China Lake (enclosure (1)). This policy should be posted in all work areas.

2. It is vital that all personnel are aware of the policy, the three main areas of environmental protection (compliance, reduction of impacts and continual improvement) and my top four environmental focus areas:

a. Informed, responsible, and compliant land use.

b. Full compliance at hazardous waste accumulation areas.

c. Protection of historic properties (structures and archaeology).

d. Protection of groundwater resources.

3. In order to more fully explain the policy and increase awareness NAWS China Lake's Environmental Management System (EMS), the Environmental Management Division has prepared a short background brief (enclosure (2)). All personnel aboard NAWS China Lake should review and become familiar with the information in this presentation.

R. A. WILEY

Subj: NAVAL AIR WEAPONS STATION CHINA LAKE ENVIRONMENTAL POLICY

Distribution:
All NAWS China Lake Commands
Electronic only, via NAWSCL Directive Website
https://g2.cnic.navy.mil/tscnrsw/NAWSCHINALAKECA/N00/N04C/Lists/Links/AllItems.aspx

Naval Air Weapons Station
Environmental Policy

We are dedicated to providing the highest level of mission support and quality of life services for all operating forces and ashore support activities. Our top priority is to actively facilitate mission readiness and execution. We will continue to support mission readiness by responsibly using those land resources necessary to support our operations, protect resources as required, and conserve the remaining landscape to meet future mission and stewardship requirements. Throughout the span of our activities, we consider environmental stewardship an integral and mission compatible part of productivity and providing quality services.

My top four focus areas that all personnel need to be aware of are:

- Protection of groundwater resources.
- Informed, responsible, and compliant land use.
- Protection of historic properties (structures and archaeology).
- Full compliance at hazardous waste accumulation areas.

The Commanding Officer of NAWS has the authority for all compliance and land use decisions on the facility. In recognition of this responsibility to our sailors, civilian personnel, customers, neighbors, and others, we will:

Comply with Environmental Requirements

- Comply with and adhere to applicable environmental federal, state, and local laws and regulations, and Department of Defense and Navy policies.
- Proactively plan, implement, and oversee activities that have the potential to affect our environment.
- Inform all personnel at China Lake of their environmental management responsibilities.
- Investigate, document, and respond accordingly to substantiate incidents of non-compliance with this policy and the provisions contained within.
- Be an environmentally responsible neighbor where we operate in a manner that protects public health, safety, and the environment.

Reduce Environmental Impacts

- Protect and preserve natural and cultural resources throughout NAWS China Lake.
- Develop and improve operations and technologies that minimize waste; prevent air and water pollution; minimize health and safety risks; and dispose of waste safely and responsibly.
- Proactively reduce, reuse, and recycle materials; and emphasize purchasing products made from recycled materials.
- Ensure the responsible use of energy and water, including conservation and improved efficiency.

Continually Improve Our Environmental Programs

- Ensure this policy is communicated to and understood by all military, civilian, and contractor personnel working at NAWS China Lake.
- Work diligently to design and improve procedures for environmental protection while supporting mission requirements.
- Establish, monitor and revise objectives and targets to measure environmental protection metrics.
- Develop and implement pollution prevention technologies, knowledge, and methods.
- Reduce our dependency on fossil fuels by increasing the use of renewable energy sources.
- Increase the use of sustainable resources to modernize facilities and infrastructure.

(signature)
R. A. Wiley, CAPT, USN
Commanding Officer
Naval Air Weapons Station, China Lake
(date) 2.24.16

NAWS China Lake

Environmental Management System Background Brief

Environmental Management Division

February 2016

Enclosure (2)

What is an EMS?

- Systematic method to identify and control the environmental impact of an organization's activities, products or services.
- Purpose is to continually improve environmental performance.
- Do this by reviewing practices for environmental aspects, establishing compliance requirements, and setting objectives and targets.
- Demonstrate that objectives and targets have been achieved, assess compliance activities and look for ways to improve.

Policy and Directives

- DOD Environmental Management System Policy Memo (05 Apr 2002)
  - Requires all DOD components to adopt an EMS.
- CNO EMS Implementation Policy and Self-Declaration Protocol Memo (08 Mar 2005)
  - Highlight critical elements of a functioning EMS and guides Navy installations towards a fully conforming EMS.
- EO 13423: Strengthening Federal Environmental, Energy, and Transportation Management (26 Jan 2007)
  - Requires all Appropriate Federal Facilities to implement an EMS based on ISO 14001.
- EO 13514 - Federal Leadership in Environmental, Energy, and Economic Performance (10 Aug 2009)
  - Requires agencies to set goals to reduce greenhouse gas emissions, improve water use efficiency, promote pollution prevention, advance regional and local integrated planning, implement high performance sustainable Federal building design, and advance sustainable acquisition
- OPNAVINST M-5090.1, Environmental Readiness Program Manual (10 Jan 2014)
  - Environmental Management Systems in Chapter 17; Environmental Compliance Audits Ashore in Chapter 18.

ISO 14001 – Environmental Management Systems

- Internationally recognized standard
- Provides criteria for development and implementation of an EMS
- Defines the Five Principles of an EMS
  - Environmental Policy
  - Planning
  - Implementation and Operation
  - Checking
  - Management Review
- Supported by ISO 14004 – guidelines on principles, systems, and support techniques.

Major Requirements

- Establish a policy statement with specific commitments to prevention of pollution and continual improvement.
- Identify activities, products, and services that could have a significant impact on the environment.
- Set performance objectives and targets which link back to the commitments established in the policy.
- Train employees, establish work instructions and practices, and establish performance metrics.
- Establish a program to periodically audit the operation of the EMS.
- Check and take corrective and preventive actions when deviations from the EMS occur.
- Undertake periodic reviews of the EMS by senior management (Environmental Management Council - EMC) to ensure continuing performance and improvement.

Responsibilities

- Commanding Officer
  - Overall responsibility for implementation of the EMS.
  - Establish and Chair the EMC (consisting of senior management of organizations operating on NAWS China Lake).

- Environmental Management Council
  - Provide leadership to ensure all personnel operating within NAWS China Lake fully support the environmental programs and EMS.
  - Review annually, and update as appropriate, command environmental policy.
  - Set environmental objectives and targets for significant environmental aspects.
  - Monitor progress towards objectives and targets at least quarterly.
  - Perform an annual review of the EMS.
  - Review and endorse EMS procedures as set forth in an EMS Manual.
  - Promote environmental mission sustainability as an integral part of every mission function, operation and throughout all decision making processes.

Responsibilities (cont.)

- EMS Management Representative
  - Appointed by the NAWS China Lake Commanding Officer.
  - Serve as Executive Secretary of the EMC (set agenda, chair the meetings).
  - Ensure the performance of an annual environmental compliance evaluation, including a self evaluation of the EMS.
  - Maintain environmental objectives and targets and provide quarterly updates to the EMC.
  - Approve the development and maintenance of an EMS Manual.
- Heads of Organizations and Operational Units
  - Comply with all NAWS China Lake environmental policies, procedures, directives, instructions, notices and guidance.
  - Participate in the EMC as designated by the Commanding Officer.
  - Designate in writing Environmental Liaisons for operations that possess environmental aspects.
  - Ensure full deployment of the EMS and pro-active support of the environmental programs.

Responsibilities (cont.)

- Environmental Liaisons
  - Coordinate environmental matters within assigned operational unit(s). Act as an information conduit to the Environmental Management Division (EMD) and assist their managers and supervisors to implement and support environmental programs.
  - Read and understand applicable environmental instructions and guidance.
  - Attend required environmental training and meetings. Disseminate environmental information by providing awareness training and guidance to personnel within their operational unit to ensure compliance.
- Supervisors, Practice Owners and Employees
  - Ensure work practices are conducted in accordance with applicable environmental requirements and procedures.
  - Identify and report (through chain of command) operational conditions and business practices that may impact the environment, including new or changes to existing operations or practices.
  - Collaborate with environmental staff to develop and implement operational procedures or changes to most effectively sustain compliance and to improve environmental performance.
  - Help identify and report matters that may be environmentally unsound to both the appropriate supervisor/manager and to the EMD.

Summary

The key to success of an EMS is continual improvement:

- Document
- Review
- Improve
- Repeat