



Department of Energy

Washington, DC 20585

October 15, 2004

MEMORANDUM TO: Distribution

FROM: John Spitaleri Shaw
Acting Assistant Secretary
Office of Environment, Safety and Health

SUBJECT: DOE 2005 Pollution Prevention Award
Nominations

I am pleased to announce the Office of Environment, Safety and Health (EH) shall recognize outstanding performance at the Department of Energy (DOE) as part of the DOE 2005 pollution prevention (P2) awards program. We have established a new award called *DOE's P2 Stars* that will provide an opportunity for Department-wide recognition of excellence in DOE's P2 program. The Office of Environment, Safety and Health (EH) fully supports the long-standing efforts across the DOE complex that have significantly reduced pollution and minimized waste. This new award and the existing Pollution Prevention Best-In-Class awards will allow EH to recognize the professional expertise and hard work that your sites have provided over the years.

The *DOE's P2 Stars* award is a simple extension of the existing Pollution Prevention Best-In-Class awards program. We have already requested pollution prevention and recycling coordinators at the sites under your purview provide you with their Best-In-Class award nominations by December 17, 2004 (see attachment 1). Suggested criteria for selecting Best-in-Class projects and practices are provided for your use (see attachment 2). These criteria, which track closely with the White House Closing-the-Circle criteria, have also been provided to your coordinators for their use.

We will evaluate your nominations for the *DOE's P2 Stars* awards based on criteria such as notable achievement in cost savings, cost avoidance, and/or risk reduction; meeting or exceeding DOE pollution prevention goals; and successful integration of pollution prevention into environmental management systems. I plan to recognize recipients of the Best-in-Class award selections made by your office as well as the *DOE's P2 Stars* winners selected by my office at an awards ceremony to be held as part of the annual DOE Pollution Prevention Televideo Conference in Spring 2005. As part of the awards ceremony, the presentation of commemorative plaques to each of the *DOE's P2 Stars* winning sites will be broadcast live across the DOE complex.

Please submit your Best-in-Class selections to Don Lentzen of my staff by January 7, 2005, so that we can meet the White House's deadline for submitting entries for the Closing-the-Circle competition. You should also submit your nominations for *DOE's P2 Stars* award at this time.

Questions concerning the DOE 2004 pollution prevention awards program or the White House Closing-the-Circle competition may be directed to Mr. Lentzen, EH-43, at (202) 586-7428 or donald.lentzen@eh.doe.gov.

Once again, I want to congratulate you and your staff on the critical work you have performed for the P2 program.

2 Attachments

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DOE POLLUTION PREVENTION AWARDS PROGRAM

“Best-in-Class” Selection Criteria

Program Offices are offered the following suggested criteria for selecting best-in-class from the site nominations posted on the pollution prevention website

(<http://www.eh.doe.gov/p2/p2awards/index.html>):

- Does the nomination demonstrate benefits to the public?
- Does the nomination demonstrate cost savings to DOE?
- Does the nominated program or activity demonstrate the use or development of innovative approaches, techniques, or technologies?
- How well documented are the claims of the nomination with respect to objective data or evidence?

In addition to the above general criteria, each award category includes specific selection criteria described in the Table below.

Table: 2005 DOE POLLUTION PREVENTION AWARD CATEGORIES AND SUGGESTED BEST-IN CLASS SELECTION CRITERIA

CATEGORY	DESCRIPTION	SELECTION CRITERIA
1.Green Purchasing	This category recognizes the best examples of acquiring, using, or validating products or services that have reduced adverse impacts on the environment when compared with competing products or services that serve the same purpose; it includes the purchase and use of products containing recycled (recovered) materials, and the purchase and use of products containing bio-based materials at a Federal site, facility, or operation; an outstanding improvement to a process that resulted in significant monetary savings and benefit to the environment; product testing that led to the approval and use of environmentally preferable products and services.	Positive changes made by the individual, team or site/facility program as evidenced by descriptions and supporting documentation with quantitative data (for example, the amount of toxic material or hazardous waste reduced, the increase in quantity and value of bio-based products purchased by the facility).
2. Waste/Pollution Prevention	This category recognizes reductions in the generation of wastes from a Federal site, facility, or operation through any change in the design, manufacturing, or use of materials or products; and/or the amount of toxicity in waste materials prior to recycling, treatment or disposal	Positive changes made by the individual, team or site/facility program as evidenced by descriptions and supporting documentation with quantitative data (for example, the amount of waste reduced through the change).

CATEGORY	DESCRIPTION	SELECTION CRITERIA
3. Recycling	<p>This category recognizes outstanding activities, including outreach, collection, separation, and processing by which products or other materials are recovered from the waste stream for use in the manufacture of new products (other than fuel for producing heat or power by combustion) at a Federal site, facility, or operation.</p>	<p>Positive changes made by the individual, team or site/facility program as evidenced by descriptions and supporting documentation with quantitative data (for example, the amount of waste reduced through recycling).</p>
4. Environmental Management System (EO 13148)/Life-Cycle Assessment/ Environmental Cost Accounting (LCA/ECA)	<p>This category recognizes outstanding achievements resulting from comprehensive, integrated approaches to waste reduction. This includes use of environmental management systems (EMS), in accord with EO 13148 that demonstrate consideration of the full range (cradle) to grave of environmental costs and impacts of site/facility projects. Implementation of an EMS includes measurable environmental goals, objectives, and targets that are periodically reviewed and updated. Project proposals employing life cycle assessments and/or environmental cost accounting should include the environmental consideration, in either descriptive or accounting format, of raw material derivations; waste generation and disposal; material and energy usage; environmental, health, and safety management costs; and use of environmental accounting and life cycle assessment in project proposal decision-making.</p>	<p>Full integration of the EMS into the infrastructure and culture of the site/facility, including management performance, decision-making processes, and community involvement and outreach. Consideration should be given to looking for nominations that emphasize measured results, not simply effort, and represent clear examples of ongoing excellence in an active, implemented LCA/ECA system, or an outstanding project planned and implemented using LCA/ECA principles.</p>

CATEGORY	DESCRIPTION	SELECTION CRITERIA
<p>5. Sustainable Design/Green Buildings</p>	<p>This category recognizes innovative Federal projects employing sustainable design and green building principles. Nominations should be limited to projects that have been completed, are under construction, or have completed the planning process and have been awarded to a successful offeror. Nominations should address all facets of a structure or project's life cycle, e.g., project design, energy efficiency, and building operations. Each nomination should highlight the cost effective use of innovative techniques and solutions that utilize sustainable design principles in the planning, construction, and operation of Federal facilities.</p>	<p>Positive changes made by the individual, team or site/facility program as evidenced by descriptions and supporting documentation with quantitative data (for example, level of increase in energy efficiency, reduction in building operation costs, and/or use of environmentally preferable building materials).</p>