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Ames Laboratory Environmental Management System Steering Committee (EMSSC) Charter

Approval Record

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The official approval record for this document is maintained in the Training & Records Management Office, 151 TASF.

Preamble:

This charter defines the structure and function of the Environmental Management System Steering Committee (EMSSC). The EMSSC shall serve in an advisory capacity to the members of the Laboratory's Executive Council, recommending environmentally related objectives and targets for the Ames Laboratory and DOE sustainability goals as applicable.

Creation of the Committee:

The Committee, formerly known as the Environmental Management System Steering Group, was established in September 2003 to: 1) rank Ames Laboratory's aspects, 2) recommend environmental targets and objectives for Ames Laboratory's significant aspects to the Laboratory's Executive Council, and 3) to help achieve overall DOE sustainability goals.

Purpose of the Committee:

The committee's purpose is to make recommendations regarding environmental issues for Ames Laboratory activities and the impacts of these activities. Also, the committee is responsible for maintaining a current list of aspects and impacts, and reviewing Ames Laboratory's effectiveness of the Environmental Management System (EMS).

Scope of Responsibilities:

Specific responsibilities for the EMSSC include:

- Rank and list Ames Laboratory's aspects and impacts.
- Maintain a current list of aspects and impacts.
- Recommend EMS targets, objectives and/or goals for significant aspects to the Laboratory's Executive Council.
- Incorporate, as appropriate, Ames Laboratory targets and objectives that will assist the DOE in achieving overall sustainability goals outlined in EO13423 and DOE's Site Sustainability Plan Goals.
- Review objectives and/or targets annually and update as necessary.
- Review Ames Laboratory's EMS and makes recommendations to upper management as necessary.
- Move forward with sustainable activities that have minimal to no cost associated with the activity (i.e. recycling activities, data gathering, etc.) per previous Executive Council's approval.

Committee Composition:

The membership of the EMSSC shall include: representation from the Science and Technology Division, Facilities & Engineering Services, Purchasing Department, Information Systems and ESH&A. A representative from ESH&A will serve as the Chair for the EMSSC.