

**DoD Environmental Quality Program Review
Data Request for First Half of FY 1999 (Oct 98 - Mar 99)**

**General Instructions
(POC: Jim Blain, DSN 427-6249)**

This is the semiannual DLA review of Environmental Quality Programs, encompassing data requirements for the first half of FY 99 **for Compliance and related ship breaking activities, Pollution Prevention, Conservation, Training, and Pest Management.** All future reports will be required every fiscal half-year. The format has been changed to accommodate new data requirements of the DoD Environmental staff, **including newly revised training and conservation requirements, plus the Federal Environmental Executive's requirements for data pertaining to affirmative procurement and pollution prevention provisions of the Resource Conservation and Recovery Act (RCRA).** We have added an internal requirement for a report of ship breaking activities, and the Alternative Fuel Vehicle report has been revised. All report requirements now require fiscal year (vice calendar year) data **for every half fiscal year.** The report consists of the following sections, for which individual points of contact are identified:

- Environmental Compliance
- Ship Breaking (note: DRMS Only)**
- Conservation
- Environmental Education and Training
- Pest Management
- Pollution Prevention
- Resource Conservation and Recovery Act (RCRA)

Please note that compliance reporting is required of all DLA installations (including inactive installations that are still under permit to DLA) and of all DLA organizations under the command of DRMS and DDC that are tenants of non-DLA installations. DDC will provide reports for each of the 6 DLA installations under DDC and a single report summarizing the tenant Depots (less DDRV and DDCO, which will be covered by their DLA hosts).

For tenant activities, DRMS is requested to answer:

Compliance questions with respect to enforcement actions, inspections, and fines, plus statistics including activity, personnel, and audit counts (Table 9), plus any success stories.

(DRMS only) The Ship Breaking questionnaire

The **entire** Environmental Education and Training questionnaire

(DRMS only) Question 1B of the Pollution Prevention questionnaire

The Pollution Prevention question on alternatively fueled vehicles **for DRMOs**

Any Pollution Prevention success stories

The RCRA questionnaire

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For tenant activities, DDC is requested to answer:

Compliance questions with respect to enforcement actions, inspections, and fines, plus statistics including activity, personnel, and audit counts (Table 9), plus any success stories.

The **entire** Environmental Education and Training questionnaire
The entire Pollution Prevention questionnaire
The RCRA questionnaire

DSDC is exempt from this report. **DSCP is requested to respond for both the "DPSC" and "DISC" portions.** DLIS, DAPSC, and DCMC Districts are requested to respond to:

Question 5 of Table 9 in Environmental Compliance
Question 6 of the Compliance Success Stories
The **entire** Environmental Education and Training questionnaire
The entire Pollution Prevention questionnaire
The RCRA questionnaire

DEUR and DPAC are requested to respond to the above list, less the entire Pollution Prevention questionnaire.

Also please note that this report requires a cooperative effort of environmental, pest management, procurement, contracting, vehicle management, civilian personnel, comptroller, and facilities management staff. Since the data requirements involve many different phases of operation and maintenance and contracting that have environmental impacts, it is important to make appropriate early distribution within the PLFA.

Please make sure to fill out the "Activity:" line in your report. Do this by entering the header view of the document and editing the first line of the header.

The report format is available in Microsoft Word™ format and can be provided to you on request. Please provide your e-mail address and your specific Word version requirements to james_blain@hq.dla.mil. The report may be submitted by electronic mail to the same address, or may be sent by fax to (703) 767-6093, DSN 427-6093.

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DoD Measures of Merit

Environmental Compliance

1. Reduce the number of open enforcement actions 15 percent below the level open at the end of FY 1993.
2. Reduce the amount of fines and penalties assessed and paid.
3. Meet all permit conditions of the National Pollution Discharge Elimination System.
4. Attain 100% compliance with RCRA Subtitle I (Underground Storage Tanks) by December 22, 1998.
5. Fund Pollution Prevention projects for Clean Water at a level of 15 percent of nonrecurring CWA costs.

Conservation

1. Complete needs assessments and detailed resource inventories for biological resources, wetlands, historic buildings, and archaeological resources by FY 1998.
2. Prepare integrated natural resource management plans by FY 2000.
3. Prepare integrated cultural resource management plans by FY 2001.

Pest Management

1. 100% of DoD installations will have current pest management plans before the end of FY 1997.
2. The amount of pesticides applied annually on DoD installations will be reduced 50 % from the FY 1993 baseline by the end of FY 2000.
3. 100 % of all DoD installation pesticide applicators will be properly certified before the end of FY 1998.

Pollution Prevention

1. Reduce the quantity of hazardous waste disposed of by 50% by CY 1999, from a CY 1992 baseline.
2. By the end of FY 2005, ensure the diversion rate for non-hazardous solid waste is greater than 40%, while ensuring integrated non-hazardous solid waste management programs provide an economic benefit when compared with disposal using landfills and incineration alone.
3. 75% of general-purpose vehicles procured by FY 1999 will be alternatively fueled.
4. Reduce toxic releases and off-site transfers 50 percent by calendar year 1999 from a CY 1994 baseline (Toxic Release Inventory report; submitted annually in July).

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Environmental Compliance
(POC: Bill Randall, DSN 427-6251)
SECTION I. MEASURES OF MERIT:

Note: You are only required to provide current data. Data provided in prior submissions are expected to remain static and the entry blocks have been grayed out in some tables. Changes are allowed, but please explain any changes from previous submissions.

A. Enforcement Actions

TABLE 1

ENFORCEMENT ACTIONS

	96/1	96/2	97/1	97/2	98/1	98/2	99/1
1. Open							
2. Unresolved							
3. New							
4. Closed							
5. Inspections							

Notes: A. Inspections do not include internal or external audits. Inspections are performed by Federal, State, or local regulators, and not by DoD entities.

B. Data should be consistent, e.g.:

$$\begin{array}{rcccccc}
 \text{(Open (FY98/2) + New (FY99/1) - Closed (FY99/1) = Open (FY99/1)} \\
 100 \quad + \quad 20 \quad - \quad 25 \quad = \quad 95
 \end{array}$$

Supplemental Table 1 Questions. Explanations of Enforcement Action Data

a. Explain each enforcement action received during the current report period. Include identification of regulatory authority, statute(s), dates received and closed, as appropriate; if actions are not closed, describe present status. Provide a separate sheet if needed.

b. For enforcement actions received prior to the current report period, explain any that were resolved (closed) during the current report period. Include data requested in 1. a., above. Provide a separate sheet if needed.

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c. Briefly explain any enforcement actions received prior to the current report period that remained open as of the end of the current report period. Include date received and present status, especially with regard to unresolved actions. Provide a separate sheet if needed.

TABLE 2

**ENFORCEMENT ACTIONS RECEIVED
BY STATUTE**

	96/1	96/2	97/1	97/2	98/1	98/2	99/1
CAA							
CWA							
RCRA/C							
RCRA/I							
RCRA/D							
SDWA							
Other							

Note: FIFRA is included in other.

B. Clean Water Act

NOTE: The following are specific instructions for completing TABLE 3

1. **Permits** - Break out the number of permits under the CWA as determined by:
 - a. National Pollutant Discharge Elimination System (NPDES) Permits (Federal or state) - total domestic, industrial, and storm water permits authorized by Section 402 of the CWA
 - b. Other Wastewater System (WWS) Permits - Authorized state, regional, or local wastewater discharge permits and permits with no discharge (i.e. land application) that are not included under the Federal or state NPDES permit program
 - c. Publicly Owned Treatment Works (POTW) Permits - sewer ordinance or sewer use agreements, or pretreatment contracts or permits/certificates from POTWs or other treatment works
 - d. Other CWA Permits - permits for wetlands, dredging, sludge, or non-construction related sediment & erosion control activities not covered in paragraphs 1.a-c, above

2. **Systems/Activities** - Provide a further breakdown of the number of systems/activities related to permits (many permits authorize more than one wastewater system). State the number of

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permitted water pollution control systems/activities under the CWA (indicated in section 1 above) as determined by:

- a. NPDES permitted systems broken down as a domestic, industrial, and storm water system
 - b. Other permitted WWS
 - c. Systems that discharge to a POTW or other treatment works that have a sewer ordinance or sewer use agreement or pretreatment contract, permit, or certificate
 - d. Other CWA permitted activities or operations associated wetlands/dredging or sludge or non-construction related sediment & erosion control activities not included in paragraphs 2.a-c, above
3. **Compliance** - Provide a complete picture of system/activity compliance with the CWA, not limited to violations discovered by regulators. State the number of permitted water pollution control systems/activities (indicated in 2 above) that are in 100% compliance with their permit requirements as determined by:
- a. NPDES permitted systems
 - b. Other permitted WWS
 - c. Systems that discharge to POTWs or other treatment works that have a sewer ordinance or sewer use agreement or pretreatment contract, permit, or certificate
 - d. Other CWA permitted activities (wetlands, dredging, sludge, non-construction related erosion & sediment control) not included in paragraphs 3.a-c, above
4. **Projects & Costs** - Indicate your focus for nonrecurring investments in water pollution control by providing the total number of nonrecurring projects (repair, upgrade, or new construction) and their associated costs to achieve and maintain compliance for the current fiscal year, the budget year, and the budget year plus one year for the systems indicated below. Also indicate the number of nonrecurring pollution prevention (P2) projects and their associated costs that achieve and maintain compliance under the CWA for the current fiscal year, the budget year, and the budget year plus one year for the systems indicated below.
- a. NPDES permitted systems
 - b. Other permitted WWS
 - c. Systems that discharge to POTWs or other treatment works that have a sewer ordinance or sewer use agreement or pretreatment contract, permit, or certificate
 - d. Other CWA permitted activities (wetlands, dredging, sludge, non-construction related sediment & erosion control) not included in paragraphs 5.a-c, above
5. **Root Cause Analysis** - Identify major causes of systemic non-compliance with the CWA (report annually). Present the initiatives implemented corrective measures taken, and the status of mitigation efforts that address CWA compliance problems.

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Table 3
CWA Measure of Merit Information

Measure of Merit	NPDES				Other Permitted WWS	Discharges to POTWs	Other CWA Activities	Total
	Domestic	Industrial	Stormwater	Total				
1. # Permits	Optional	Optional	Optional					
2. # Permitted Systems and Activities								
3. # Permitted Systems and Activities in compliance								
4. Nonrecurring Projects & Associated Costs								
a. FY 1999								
total # projects								
total cost (\$K)								
# P2 projects								
P2 cost (\$K)								
b. FY 2000								
total # projects								
total cost (\$K)								
# P2 projects								
P2 cost (\$K)								
c. FY 2001								
total # projects								
total cost (\$K)								
# P2 projects								
P2 cost (\$K)								

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C. Underground Storage Tanks

TABLE 4
UNDERGROUND STORAGE TANKS

	FY94	FY95	FY96	FY97	FY98	FY99
No. of Known Federally Regulated USTs Under RCRA (Subtitle I)						
No. of USTs Meeting 1998 Standards (Subtitle I)						

Note:

Explain efforts undertaken to achieve compliance with the 1998 RCRA Subtitle I standards, if the regulatory requirement was not met.

SECTION II. SUPPLEMENTAL COMPLIANCE DATA:

A. Supplemental Enforcement Action Data

TABLE 5
OPEN ENFORCEMENT ACTIONS BY CATEGORY

	96/1	96/2	97/1	97/2	98/1	98/2	99/1
Administrative / Operational							
Project Related							

Note: Discuss trends in enforcement actions.

TABLE 6
RECEIVED ENFORCEMENT ACTIONS BY STATUTE

	CAA (Air)	CWA (Wastewater)	RCRA Subtitle C (Haz Waste)	RCRA Subtitle I	RCRA Subtitle D	SDWA	Other
Received 1 Oct 98 – 31 Mar 99							

Note: FIFRA is included in other.

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TABLE 7

OPEN ENFORCEMENT ACTIONS BY STATUTE

	CAA (Air)	CWA (Wastewater)	RCRA Subtitle C (Haz Waste)	RCRA Subtitle I	RCRA Subtitle D	SDWA	Other
Open (As of 31 Mar 99)							

Notes:

- A. Identify statutory authorities of all enforcement actions listed in the “other” category.**
- B. Describe efforts to reduce new enforcement actions and close existing actions**
- C. FIFRA is included in other.**

TABLE 8

ENFORCEMENT ACTIONS RECEIVED, BY REGULATOR

	96/1	96/2	97/1	97/2	98/1	98/2	99/1
Federal Agencies							
State/Regional/Local Agencies							

B. Installations, Inspections, and Staffing

TABLE 9

INSTALLATIONS & STAFFING

1. a. Military Installations (DRMS Report # of DRMOs).	
b. Stand-alone Guard & Reserve Centers Included in 1a.	
c. Government Owned, Contractor Operated (GOCO) Facilities Included in 1a.	
2. Military Installations Without Open Enforcement Actions as of 31 Mar 1999	
3. Overseas Installations (DRMS Report # of Overseas DRMOs)	
4. Number of Comprehensive Internal Audits Conducted	
5. Environmental Staff, Number of Full Time Equivalent (FTEs)	
6. a. Environmental Staff, Number of personnel (not FTEs) performing environmental duties over 50% of the time.	
b. Personnel outside the U.S. included in 6.a.	

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C. Permits

TABLE 10

PERMITS (First Half FY 99)

Environmental Permits by Statute:	
Clean Air Act	
Clean Water Act	
RCRA Subtitle C (Part B Permits)	
RCRA Subtitle C (Part B Permit Applications Pending Approval, i.e., Interim Status)	
RCRA Subtitle I	
RCRA Subtitle D	
SDWA	
Other	

- Notes:**
- A. Provide descriptions of all permits listed in the "other" category. FIFRA is included in other.**
 - B. Explain changes in the numbers of permits reported during the previous review.**
 - C. Explain any differences between the number of Clean Water Act permits and the number of NPDES permitted wastewater systems listed in section I. B.1.**
 - D. Include only the number of RCRA Subtitle C permits or pending applications (interim status), not the total number of treatment, storage, and disposal facilities (TSDFs).**
 - E. The number of RCRA Subtitle I (UST) Permits is for State required permits for compliant tanks to store product, not the number of State required UST certifications.**

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D. Fines and Penalties

TABLE 11
FINES AND PENALTIES
AFFECTING THE DOD ENVIRONMENTAL QUALITY PROGRAM
ACTUAL DOLLARS
FINES ASSESSED

COMPONENT	INSTALLATION	STATE	AUTHORITY VIOLATED	REGULATORY INSPECTION				FINE ASSESSED	
				EPA REGION	STATE	LOCAL	DATE	AMOUNT	DATE

NOTE:

1. Each Activity will provide a subtotal of fines assessed, EPA by region, state subtotals, local subtotals, and totals by EPA, States, and Local. Those subtotals are to provided in the fines assessed columns
2. Where an inspection involves more than one regulator, please indicate all regulators that apply.

TABLE 12
FINES AND PENALTIES
AFFECTING THE DOD ENVIRONMENTAL QUALITY PROGRAM
ACTUAL DOLLARS
FINES PAID

COMPONENT	INSTALLATION	STATE	AUTHORITY VIOLATED	REGULATOR				DATE FINE PAID	FINES PAID		
				EPA REGION	STATE	LOCAL	INSP. DATE		CASH	SEPS	TOTAL

NOTE:

- 1) Each Activity will provide a subtotal of fines paid, EPA by region, state subtotals, local subtotals, and by EPA, State, and Local totals. Those subtotals are to be provided in the cash paid, and SEPs columns.
- 2) Where a fine is paid to more than one regulator, please provide what is paid to each regulator.

* The National Defense Authorization Act for Fiscal Year 1998 Senate Committee Report requires an annual report of all fines and penalties assessed against DoD.

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E. General Financial Information

1. Explain any variances of 20% or more between the amount of funds budgeted for Environmental Compliance in the most recently completed Fiscal Year and the amount of funds actually expended. Address your response in terms of the media for which the funds were (to be) applied – i.e., CWA, CAA, RCRA, etc.

Success Stories

This is an outline of the general requirements for environmental compliance information needed to better describe and characterize our strategies and accomplishments, to support Measures of Merit and to fill data gaps in the EQ Report to Congress. The level of detail required for each category or story will depend on the information available, no new research should be conducted. The environmental compliance portion of this year's environmental quality report to Congress will include narrative on the compliance program's planning, accomplishments, and future direction. Each of these areas is discussed in more detail below.

In all three areas, the information provided should address, at a minimum, the media areas of air, water, and solid/hazardous waste.

Planning

The complexities and rapid fluctuations inherent in the compliance program dictate that careful planning take place. This portion of the narrative will be used to explain to Congress the various considerations that are involved in the compliance program planning process. DoD Components should provide information on the focus areas, trends, and drivers, both external and internal, that are influencing the planning process. Information should cover broad-scale policy issues as well as more specific regional issues.

Accomplishments

Congress wants to know the benefit derived from the money spent in the past fiscal year. This is your opportunity to explain the impact of emerging rules and regulations on how the FY 1998 budget was executed and the development of the FY 2000 budget request. To this end, DoD Components should discuss compliance achievements in the last fiscal year (FY98). Particular areas of interest are:

- Cite examples of the use of P2 to achieve compliance (include information on pollution prevented/avoided, annual savings, payback period, and project cost)
- Explain execution of the FY1998 budget
- Describe efficiencies gained, that is, doing more with less
- Describe initiatives that involve projects and other non-recurring efforts as well as program management initiatives (e.g., Executive Agent initiatives, partnering,

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privatization, involvement in regulatory rulemakings, etc.) that improved the compliance program.

- Describe contributions to the Compliance Measures of Merit (MoMs) and the relationship of investments to those MoMs

Future Direction

The future direction of the program is a prime concern of Congress, so this section should discuss initiatives and efforts in the compliance program. The main focus should be on FY00, but initiatives that will extend beyond FY00 should be included also to provide a longer-term perspective. Each DoD Component should identify key initiatives they plan for FY 2000 and beyond. Explain also key changes that impact your FY 2000 budget request.

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III. DEFINITIONS AND INSTRUCTIONS (April 98)

Sources of Definitions:

1. 10 U.S. Code, Sections 2706(d) and 2687(e).
2. Department of Defense Instruction (DoDI), Environmental Compliance, DoDI 4715.6, April 24, 1996.
3. Clean Water Act - Service Steering Committee (March 1998)

OVERALL DEFINITIONS

I. Enforcement Action: A formal, written notification by the Environmental Protection Agency or other authorized Federal, State, inter-state, regional or local environmental regulatory agency of violation of any applicable statutory or regulatory requirement. Enforcement action does not include warning letters, informal notices of deficiencies, or notices of deficiencies to permit applications. One written notice, regardless of the number of individual violations, findings, or citation listed in it, counts as one enforcement action. If the enforcement action cites violations in more than one statutory requirement, then count it as multiple enforcement actions, one under each of the applicable statutory requirement categories. Items found to be out of compliance during an internal or other DoD Component review, compliance review or audit, are not to be counted as (included in this definition of) an enforcement action. RCRA Corrective Action and CERCLA enforcement actions which will be corrected using DERA funds are to be excluded. The following definitions are to be used to explain current reporting period enforcement actions:

- A. Open Enforcement Action:** An enforcement action that has been issued, but is not yet closed by one of the resolutions described under the definition of closed enforcement action. An open enforcement action is further broken down into two subcategories: pending enforcement action and unresolved enforcement action.
- B. Pending Enforcement Action:** An enforcement action for which the deficiency (ies) has been corrected, but remains open, pending agreement by the regulator that it is closed.
- C. Unresolved Enforcement Action:** An enforcement action has been received in the current or a prior period and the action(s) to close it have not yet been completed and/or negotiating a compliance agreement is in process.

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- D. Closed Enforcement Action:** An enforcement action that is resolved by one of the following:
1. Revocation of the action by the imposing regulator;
 2. Closure of the action following written notice by the regulator that the action is closed;
 3. Closure of the action because the installation has provided written notice to the regulator that all required actions have been completed and no response has been received from the regulator after a reasonable period of time has elapsed; or
 4. Receipt of a signed compliance agreement or order.
- E. New Enforcement Action:** Any enforcement action received during the reporting period, including those that were both received and closed out during the period. The date of an enforcement action is to be considered the date that the formal written notification has been received from the regulator.
- F. Administrative/Operational Related Enforcement Action:** Any violation which can be corrected by the installation Commanding Officer. Corrections may include minor construction and repair if within the authority and resources of the Commanding Officer.
- G. Project Related Enforcement Action:** Violation for which the Commanding Officer does not have local authority and/or resources to correct and therefore must request funding (e.g., a project) in an upcoming budget request. NOTE: If a single enforcement action contains both project and administrative/operational related violations, portray the action as "project related".
- II. Regulated Underground Storage Tank:** Underground storage tanks (UST) and ancillary piping subject to Federal regulation under Subtitle I of RCRA (as codified in 40 CFR 280). **Active** USTs that are currently in use as well as inactive USTs that are not in use, have been temporarily closed, have been improperly abandoned, or otherwise have not been permanently closed in accordance with regulatory requirements are to be considered as a regulated UST.
- III. Military Installations:** A base, camp, post, station, yard, center, or other activity under the jurisdiction of Department of Defense, including any leased facility which is located within any of the several states, the District of Columbia, the Commonwealth of Puerto Rico, American Samoa, the Virgin Islands, or Guam. Such term does not include any facility used primarily for civil works, rivers, and harbors, projects, or flood control projects. (Sources: 10 U.S. Code, Sections 2706(d) and 2687(e); and 1994 Compliance Report, page ii.) NOTE: Include Government-owned, Contractor-operated (GOCO) installations, and stand-alone National Guard and Reserve Centers.

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- IV. Permits:** Count the number of separate permits, not the number of permitted units or activities. If Federal, State and/or Local permits are required for a single activity, count each permit.
- V. Total Fines and Penalties Assessed:** Those fines and penalties assessed for violation of environmental compliance obligations under which the Department of Defense is subject, Chapter 160 of Title 10, United States Code, and all other applicable Federal and State environmental laws, excluding CERCLA, during the half of the Fiscal Year being reported, i.e. the initial amount assessed by the regulator.
- VI. Total Fines and Penalties Paid:** Those fines and penalties paid for violation of environmental compliance obligations under which the Department of Defense is subject, Title 10, United States Code, and all other applicable Federal and State environmental laws during the half of the Fiscal Year being reported, i.e., the final amount agreement between the regulator and the installation. Report the payment costs, i.e. fines paid and/or SEPs and administration fees, of the fine/penalty in the period the penalty was paid; not in the period when it was assessed.
- VII. Regulatory Inspections During Reporting Period:** Include all inspections by State, Federal, and Local regulators. Do not include self-audits or inspections by any DoD entity.
- VIII. Supplemental Environmental Project (SEPs):** Environmentally beneficial projects that an alleged violator agrees to undertake in full or partial settlement of an enforcement action, but which the alleged violator is not otherwise legally required to perform. DoD encourages SEPs because they can play a role in securing significant environmental benefits and protection of public health and environment.

Specific Definitions for CWA Measure of Merit

- I. CWA Permits:** Count the number of current or expired (pending) separate regulatory permits (as opposed to the number of permitted systems or activities). In some cases, one permit may be associated with several systems or one wastewater system may have more than one permit (e.g., Federal and State permit). Expired permits are to be counted only if they are still in effect pending issuance of a new permit. Breakout the number of permits under the CWA as determined by:
- A. National Pollutant Discharge Elimination System (NPDES) Permit:** A domestic, industrial and/or storm water permit that is issued by EPA or a State. The NPDES Permit program enables regulators to issue, modify, revoke, reissue, terminate, monitor and enforce permits, and impose and enforce pretreatment requirements under Section 402 of CWA. Provide the total number of NPDES

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permits unless each specific permit type can be properly categorized as a domestic, industrial or storm water permit.

- B. Other Wastewater System (WWS) Permits:** Wastewater treatment permits not authorized under the NPDES Program, including State, regional or local permits that authorize an owner to discharge or operate a water pollution control system. If an installation has a permit for a pretreatment system and that wastewater system does not discharge to a POTW or a privately-owned treatment works, then it must be counted under this category. Some states require permits to operate non-discharging wastewater systems, such as evaporation or percolation ponds and leach fields. If a wastewater system has an EPA NPDES permit included under 1.1, it is not included here.
- C. Publicly owned treatment works (POTW) Permits -** Pretreatment or sewer ordinance permits, certificates, agreements or contracts issued by a POTW or other treatment works for installation wastewater discharge to the POTW.
- D. Other CWA permits -** Permits or certificates for activities such as wetlands/dredging, sludge, and/or non-construction related sediment & erosion control activities (CWA Sections 401, 403, 404, 405) not covered in 1.1 through 1.3 above.
- II. Water Pollution Control Permitted Systems:** Systems/activities with related units or devices and associated conveyances or appurtenances necessary to manage the generation, collection, storage, transportation, distribution, treatment, pollution prevention activities, recycling, reclamation, and disposal of domestic wastewater, industrial wastewater or storm water runoff. The focus here is to count wastewater systems and not the number of permits. Several systems may be under one permit. The commonality of treatment characteristics and/or the commonality of discharge location will establish the boundaries of a wastewater system. Proper identification and classification of all wastewater systems are essential to good management and reporting requirements. The following examples further explain the definition of a water pollution control permitted system:
- If several Oil Water Separators (OWSs) discharge to the same permitted outfall, they are one industrial wastewater treatment system. The system meets the commonality of treatment (treating similar wastewater) and commonality of discharge (discharging to the same outfall).

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- If an installation has several OWSs that discharge to various permitted outfalls, each OWS group servicing a specific operation that discharges to the same permitted outfall is considered one industrial treatment system. For example: A group of three OWSs servicing a maintenance shop discharges to permitted outfall #002 located at the north side of the installation. Another group of five OWSs servicing a vehicle wash facility discharges to permitted outfall #003 located at the south side of the installation. The installation has two industrial wastewater treatment systems not eight.

- An OWS for a maintenance shop and a washrack for a vehicle wash facility that discharge to the same permitted outfall are two separate industrial wastewater systems. However, if the OWS and the washrack are specifically designed to function together for treatment (commonality of treatment), then the installation would have one industrial wastewater treatment system.

- If effluent from paint/depaint operations and a plating shop goes to a single industrial treatment plant with a permitted discharge, the industrial wastewater treatment plant is one system. If the effluent from paint/depaint operations and the effluent from a plating shop flow to separate industrial treatment plants discharging to separate permitted outfalls, then the industrial wastewater treatment plants are two systems. However, if both industrial treatment plants discharge to a single permitted outfall, they are considered to be one industrial wastewater treatment system.

- Package wastewater treatment systems are separate wastewater systems unless they have the same treatment scheme and discharge to the same permitted outfall.

The total number of water pollution control systems must be equal to the sum of the following:

- A. NPDES Permitted Wastewater Systems:** A wastewater system that has at least one current or expired (pending) permit issued under the NPDES permit program or state equivalent. Count the number of separate permitted wastewater systems, not the number of separate permits. The total number of NPDES permitted wastewater systems is broken down by:
1. Domestic Systems: An NPDES-permitted wastewater system designed to treat an influent in which 50% or more of the flow to the system is from domestic sources. Small wastewater package plants or septic tanks systems that treat non-industrial wastes and have a permitted outfall are also considered domestic systems.
 2. Industrial Systems: A NPDES-permitted wastewater system designed to treat an influent in which 50% or more of the flow to the system is from industrial sources.

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Cooling water, boiler blowdowns, OWSs, and washracks discharging from permitted outfalls are considered industrial systems.

3. Storm water Systems: A NPDES-permitted system under the storm water program (40 CFR 122.26) in which the primary flow to the system is from storm water runoff associated with industrial or construction (over 5 acres) activities. A flow is primary if storm water runoff constitutes 80% or more of the total flow to the system.
- B. Other Wastewater Systems:** Permitted wastewater treatment systems that do not have a NPDES permit, but have a State, regional or local permit to operate the treatment system. Some examples of these wastewater systems include evaporation ponds, land irrigation, pretreatment devices, and zero-discharge recycling units. If a system has an EPA NPDES permit and is included under Section 2.1 above, do not include it here.
- C. Publicly Owned Treatment Systems (POTW):** Wastewater systems that discharge to POTWs or other NPDES-permitted treatment works. Count only those systems that have a permit, a sewer ordinance, sewer use agreement, or pretreatment contract or permit/certificate from the POTW. Installation wastewater discharges to the same POTW are counted as having one POTW connection or system. Installation wastewater discharges to two different POTWs are counted as two POTW connections or systems. In most instances, the number of POTW permits and systems will be the same.
- D. Other CWA Permitted Activities:** Permitted CWA activities not included in 2.1 to 2.3 above. Report here those wastewater activities or operations associated with wetlands, dredging, sludge, and non-construction related sediment and erosion control.

III. Compliance: Indicate which permitted systems comply with permit standards and requirements on a consistent and sustained basis. Requirements for compliance are as follows:

- A. A wastewater system is consistently meeting its permit standards if it complies with permit limits, permit requirements for monitoring, submission of the monitoring report(s) (e.g., discharge monitoring reports or reports required by a permitting entity for compliance with standards for pretreatment facilities) and special provisions of the permit (e.g., storm water pollution prevention plans, bioassays, operator certification) 100% of the time during the current reporting period.
- B. These systems should not have received any new NOV or have an open NOV during the current reporting period.
- C. These systems must have implemented and maintained compliance with all the requirements and schedules of a signed compliance agreement/order.

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IV. CWA Projects: Count the total number of non-recurring projects (repair, upgrade, or new construction) that are required to achieve or maintain 100% compliance with the CWA requirements. This includes projects to implement or maintain a compliance agreement/order and pollution prevention (P2) projects which use source reduction or recycling to maintain compliance. If a project extends over several years, then it should be counted as one project. CWA projects are broken into NPDES-permitted systems (domestic, industrial, and storm water), other permitted wastewater systems, wastewater systems that discharge to POTWs or other treatment works, and other CWA activity projects not included above, such as wetlands, dredging, sludge, sediment and erosion control.

V. CWA Project Costs: Estimated non-recurring costs for CWA projects (repair, upgrade, or new construction) that are required to achieve or maintain 100% compliance with the CWA requirements. CWA projects are detailed in Paragraph 4 above.

VI. Pollution Prevention Projects to meet compliance requirements under CWA: Any cost effective measure that reduces current pollutant loading to a watershed or the waters of the US. Pollution prevention (P2) does not include end-of-pipe treatment projects or routine O&M activities. Activities that merely shift pollutants from one medium, ecosystem, or jurisdiction to another, or which result in net increase in pollution across media, are not P2 projects (unless there is an overall reduction in pollutants). A valid P2 compliance project meets the following criteria:

- A. Applies source reduction (pollutant elimination or reduction) or recycling; and
- B. Achieves, maintains, or assists in complying with a promulgated Federal, state, or local regulation; Executive Order; interagency agreement; compliance agreement; or a NEPA environmental document associated with CWA compliance.

Examples of P2 compliance projects include, but are not limited to, eliminating processes that generate wastewater, eliminating sanitary sewer cross connections, implementing storm water pollution prevention measures, applying pollutant reductions at the wastewater source (i.e., BOD, nutrient, heavy metal, toxic organic reductions), wastewater recycling, and beneficial uses of biosolids (sludge). P2 efforts include opportunities assessments (i.e., actively identifying equipment, processes, and activities that reduce or eliminate pollutants to wastewater or storm water).

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Environmental Compliance
(POC: Bill Randall, DSN 427-6251)

General Definitions for CWA Measure of Merit

VII. Clean Water Act (CWA): The Clean Water Act (33U.S.C. 1251 et. seq.), enacted in 1956 as the Federal Water Pollution Control Act, establishes requirements to control water pollution. In 1972, amendments to the Federal Water Pollution Control Act established the National Pollutant Discharge Elimination System (NPDES) permit program and a pretreatment program. Subchapter III of CWA mandated the creation of "pretreatment" systems for controlling industrial discharges to wastewater treatment plants. Subchapter IV established the statutory basis for permits and licenses. Specific sections are listed below:

- A. CWA Section 307 Toxic and Pretreatment Effluent Standards: Section 307 lists factors that EPA must consider when setting effluent and pretreatment standards for priority pollutants. Effluent standards are applicable to industrial sources that discharge directly to receiving waters, and pretreatment standards apply to industrial sources that must pretreat their effluents before releasing them to public sewers.
- B. CWA 401 Certification of Permits and Licenses: Section 401(a) requires that all applicants for federally-issued permits and licenses obtain a certification from the State in which the discharge occurs indicating that the proposed permit and license will comply with State water quality standards and other State requirements. This provision gives states significant control over Federally-permitted and licensed activities by enabling states to set conditions in connection with granting Section 401 certifications.
- C. CWA 402 National Pollutant Discharge Elimination System (NPDES) Permit System: A Section 402 permit, issued by the Federal or State government (if the State has a delegated program), authorizes persons or enterprises to discharge pollutants into the navigable waters of the United States from a point source. The primary purpose of the NPDES permit is to establish enforceable effluent limitations. NPDES permits also include a number of other enforceable conditions, such as monitoring and reporting requirements, a duty to properly operate and maintain a system, upset and bypass provisions, and record keeping, inspection, and entry requirements.
- D. CWA 403 Ocean Discharge Criteria: Section 403 requires permits for ocean discharges to comply with EPA guidelines for determining the potential degradation of ocean waters from the proposed discharge.

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Environmental Compliance
(POC: Bill Randall, DSN 427-6251)

- E. CWA 404 Permits for Dredged or Fill Material: The NPDES permit program does not apply to the disposal or placement of dredged and fill material into the waters of the United States. Instead, such "discharges" are regulated by individual or general permits issued under section 404 of the CWA. The term "waters of the United States," as defined in the CWA, includes wetlands that are adjacent to or tributary to other waters of the United States. Section 404 permits are obtained from the Army Corps of Engineers or from the State within which the "waters" are located, if there is a delegated State 404 program.
- F. CWA 405, Disposal or Use of Sewage Sludge: Section 405 requires EPA to identify toxic pollutants that might be found in sewage sludge and to specify management practices to handle those pollutants. See 40 CFR 503. The management practices are incorporated into a sludge disposal permit that includes conditions to protect public health and the environment from any adverse effects that might occur from toxic pollutants in sewage sludge. The ocean dumping of sewage sludge has been prohibited since December 1991.
- VIII. Permitted Discharges/Outfalls:** Discharge points through which permitted wastewater systems discharge effluents (treated wastewater) to waters of the U.S. Under the NPDES permit program, these discharge points are commonly referred to as outfalls. The regulated discharges or outfalls will usually have to comply with some standard, requirement, or condition. One permit may have several outfalls.
- IX. Pretreatment:** The reduction in the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to, or in lieu of, discharging or otherwise introducing such pollutants into a POTW (40 CFR 403.3(q)).
- 1. Toxic Pollutant:** Any pollutant listed as toxic under Section 307(a)(1) of the CWA. A list of toxic pollutants can be found in 40 CFR 401.15. For sludge use or disposal practices, toxic pollutants are defined as any pollutant identified in regulations implementing Section 405(d) of the CWA.

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Conservation
(POC: LTC Zia Mehr, DSN 427-6245)

SECTION I: CONSERVATION MEASURES OF MERIT
SECTION II: SUPPORT INFORMATION
SECTION III: PROGRAM EXPENDITURES/REVENUES
SECTION IV: SIKES ACT IMPLEMENTATION AMENDMENTS (SAIA)
REPORTING REQUIREMENTS

SECTION I: CONSERVATION MEASURES OF MERIT

Preparation of Integrated Natural Resource Management Plans (Number of Installations)

- 1. No. Requiring Integrated Plans _____
- 2. No. With up-to-date Approved Plans _____

Preparation of Cultural Resource Management Plans (Number of Installations) _____

- 1. No. Requiring Plans _____
- 2. No. With up-to-date Approved Plans _____

Completion of Planning Level Survey & Inventory of Biological Resources
(Number of Installations)

- 1. No. With Completed Inventories _____
- 2. No. With Partial Inventories _____

Completion of Wetland Inventories (Number of Installations)

- 1. No. With Completed Inventories _____
- 2. No. With Partial Inventories _____

Completion of Planning Level Survey & Inventory of Cultural Resources
(Number of Installations)

- 1. No. With Completed Historic Building Inventories _____
- 2. No. With Partial Historic Building Inventories _____
- 3. No. With Completed Archeological Inventories _____
- 4. No. With Partial Archeological Inventories _____

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Conservation
(POC: LTC Zia Mehr, DSN 427-6245)

SECTION II: SUPPORT INFORMATION

Preparation of Integrated Natural Resource Management Plans
(Number of Installations)

1. No. Where a Plan is Appropriate/Needed, but does not exist _____

Preparation of Cultural Resource Management Plans (Number of Installations)

1. No. Where a Plan is needed but does not exist _____

Completion of Planning Level Survey & Inventory of Biological Resources
(Number of Installations)

1. No. Without Inventories, But Needed _____

Completion of Wetland Inventories (Number of Installations)

1. No. Without Inventories, But Needed _____

Completion of Planning Level Survey & Inventory of Cultural Resources
(Number of Installations)

1. No. Without Historic Building Inventories, But Needed _____

2. No. Without Archeological Inventories, But Needed _____

Antiquities Act/Archeological Resources Protections Act Compliance
(Number of Installations)

1. No. With Collections Curated in Accordance With References _____

2. No. Where Professional Curation Actions Are Needed _____

3. No. With Known Archeological Sites _____

4. No. Where Site Protection Procedures Are Needed _____

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Conservation
(POC: LTC Zia Mehr, DSN 427-6245)

Native American Cultural Resources (Number of Installations)

1. No. With Native American Sacred Sites/Traditional Cultural Places _____
2. No. Where Access & Protection Procedures Are Needed _____
3. No. With "Collections" as Defined by Reference(s) The Native American Graves Protection & Repatriation Act (NAGPRA) _____
4. No. Where NAGPRA Compliance Schedule May not Be Met _____

SECTION III: PROGRAM EXPENDITURES/REVENUES

Outdoor Recreation

1. Sikes Act Fees Collected (Hunting & Fishing) (\$) _____
2. Wildlife Program Expenses (\$) _____

AG/Grazing Outlease

1. Receipts (\$) _____
2. Value of Services (\$) _____
3. Outlease Expenses (\$) _____
4. Investments/Improvements (\$) _____
5. Cost Savings (\$) _____

Forestry

1. Gross Receipts (\$) _____
2. Net Receipts (\$) _____
3. State Entitlements (\$), per state _____

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Conservation
(POC: LTC Zia Mehr, DSN 427-6245)

Threatened and Endangered Species

1. Expenditures (\$), per species _____

Habitat Restoration & Enhancement (No. of Acres)

1. No. Wetlands Restored _____

SECTION IV: SIKES ACT IMPLEMENTATION AMENDMENTS (SAIA)
REPORTING REQUIREMENTS

For all Installations Requiring Integrated Natural Resources Management Plans (INRMP)

1. Name of Installation _____

2. State(s) _____

3. Date of Most Recent INRMP (YYMMDD) _____

4. Meets "Old" Sikes Requirements (Y/N) _____

5. Meets All New Substantive SAIA Requirements (Y/N) _____

6. \$ Spent in Current FY to Implement INRMP (\$000) _____

7. Coordinated With FWS & State (Y/N) _____

8. Current List of Projects or Methodologies (Y/N) _____

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Environmental Education and Training
(POC: LTC Zia Mehr, DSN 427-6245)

FY 99/1

1. Number of employees with environmental skill codes _____
2. Number of employees fully trained in accordance with their environmental skill codes _____
3. Number of environmental training hours required during report period _____
4. Number of environmental training hours provided during report period _____
5. Cost of environmental training during report period _____
6. DLA Training Application¹ implemented (Yes/No) _____

¹ CAHW memorandum, September 23, 1998, provided an update on this system to PLFA commanders. Your Personnel "Customer Support Unit" should be able to provide you with assistance in using the system to answer the above questions.

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Pest Management
(POC: LTC Zia Mehr, DSN 427-6245)

Installation:

1. Report the number of installations covered and the number of installations which have current pest management plans (i.e., pest management plans prepared, updated, and reviewed by pest management professionals).

	<u>FY 99/1</u>
Installations	_____
Current Pest Management Plans	_____

2. Report the total number of pesticide applicators employed by your installation and the number who are currently and properly certified.

	<u>FY 99/1</u>
Total Pesticide Applicators	_____
Certified Pesticide Applicators	_____

3. Report the number of pounds of pesticide applied, by active ingredient.

Active Ingredient	<u>FY 99/1</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Success Story: Installation Management - Pesticide and Fertilizer Reduction. Provide a success story on programs to reduce the annual use of insecticides, herbicides, rodenticides, and/or fertilizers. Where applicable, discuss: (1) management practices used; (2) materials and equipment involved; (3) benefits to the environment; (4) compliance issues resolved or alleviated; and (5) operational costs, savings, and avoidances.

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**DoD Environmental Quality Program Review
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**Pollution Prevention
(POC: Ms. Nancy Royal-Jones, DSN 427-6256)**

General Information. This DoD Pollution Prevention Program Review Data Request has **three** ~~two~~ major sections: Metrics, Success Stories, and **Resource Conservation and Recovery Act (RCRA), Section 6002 reporting**. Please provide a point of contact (POC) for each metric and success story to include PLFA POC name, telephone number (commercial or DSN) and e-mail address. **Three new measures of merit are effective in FY99: Non-Hazardous Solid Waste Diversion Rate, Waste-to-Energy Incineration, and Economic Benefit of Integrated Solid Waste Management.**

SECTION I. METRICS

1.a. Hazardous Waste Disposal. Provide data (weight in pounds) to demonstrate progress toward meeting the DoD-wide goal to reduce hazardous waste disposal 50% from a 1992 baseline by 1999.

Hazardous Waste Disposal

FY98 **1st Half of FY 99**

Total (pounds) _____ _____

PLFA POC: _____ DSN: _____ e-mail: _____

Do NOT include customers wholesale HW. Only include HW DLA generated based on facility operation and maintenance use.

Notes:

- a. Include all manifested hazardous waste, as currently defined by EPA under the Solid Waste Disposal Act, including, but not limited to, wastes associated with spills, tank cleaning, bilge water, BRAC activities, deployments, and off site disposal, treatment, recycling, and incineration activities. Exceptions: Do not include hazardous wastes associated with CERCLA or RCRA cleanup activities.

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Pollution Prevention
(POC: Ms. Nancy Royal-Jones, DSN 427-6256)

1.b. **For HQ DRMS To Complete:**

	FY98		1 st Half FY 99	
	Pounds	Dollar Cost	Pounds	Dollar Cost
DoD HW Disposed				
DoD HW Sold				
DoD HW RT&D				
DoD Incinerated				

DRMS POC: _____ DSN: _____ e-mail: _____

2. **Non-Hazardous Solid Waste Diversion Rate:** By the end of FY2005, ensure the diversion rate for non-hazardous solid waste is greater than 40%, while ensuring integrated non-hazardous solid waste management programs provide an economic benefit when compared with disposal using landfilling and incineration alone. The diversion rate equals the rate at which non-hazardous solid waste is diverted from entering a disposal facility. Disposal facilities include landfills (both solid waste and inert) and incinerators. Composting, mulching, recycling, reuse, and donation are generally accepted waste diversion methods. The diversion rate equals:

$$(R/(R+L))*100= \text{diversion rate (per cent)}$$

R = amount (in tons) of non-hazardous solid waste (including construction and demolition debris) that is composted, mulched, recycled, reused, donated, or otherwise diverted from a disposal facility.

L = amount (in tons) of solid waste (including construction and demolition debris) transferred to a disposal facility.

Non-Hazardous Solid Waste Diversion Rate

1st Half FY 99

R = _____ L= _____ Total: _____% *Exempted _____

PLFA POC: _____ DSN: _____ e-mail: _____

Note: *Installations generating less than one ton of solid waste per day are exempt from reporting the diversion rate measure of merit, thus PLFAs with less than one ton of solid waste per day need not provide this information in this data call.

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3. **Economic Benefit of Integrated Solid Waste Management Calculation.** In achieving the 40 percent diversion rate, PLFAs should ensure that the cost of integrated non-hazardous solid waste management is less than the potential cost of disposing of all solid waste by traditional means, such as landfilling and incinerations. The following example compares the cost for a hypothetical installation that generates a total of 10,3000 tons of solid waste, including 1,350 tons of construction demolition debris:

PDC = potential disposal cost if all waste were to be landfilled or incinerated (dollars)

ADC = actual cost of integrated solid waste management (dollars)

PDC – ADC = cost avoidance due to integrated solid waste management (dollars)

Economic Benefit of Integrated Solid Waste Management Calculation

1st Half FY 99

PDC =\$ _____ ADC = \$ _____ PDC – ADC = \$ _____

PLFA POC: _____ DSN: _____ e-mail: _____

4. **Waste-to-Energy Incineration.** Provide data (weight in tons) for DLA facilities only.
 Example: 7,000 tons of solid waste were generated, with 1,000 tons going to a waste-to-energy incinerator. R+L=Total amount generated. I= Total amount disposed by waste-to-energy incineration.

R+L = 7,000 tons I = 1,000 I/R+ L = 14.3%

Waste-to-Energy Incineration

1st Half FY 99

R + L = _____ Tons I = _____ Tons I/R+L = _____ %

PLFA POC: _____ DSN: _____ e-mail: _____

Activity: _____
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Pollution Prevention
(POC: Major Cynthia Martin, DSN 427-6254)

Alternative Fuel Vehicles¹ (AFVs)

Provide data to demonstrate progress toward meeting goals required by the Energy Policy Act of 1992 and Executive Order 13031 regarding federal use of alternative fuel vehicles. This is to ensure that 75% of DoD acquisitions of new light duty non-tactical vehicles are AFVs in 1999 and beyond. Information on how to obtain AFV credit for purchasing bio-diesel fuel will be sent out separately?

		Acquisitions				Total Stock ⁶
		Converted	Leased	Purchased	Total	
1.	Total # of light-duty ² vehicles acquired					
2.	Total # of vehicles exempt due to emergency, law-enforcement, or national security status ³					
3.	Total # of vehicles exempt due to geographic placement ⁴					
4.	Total # of EPAct "covered fleet" ⁵ vehicles (line 1)					
5.	E85 flex-fuel vehicles					
6.	Dedicated ethanol vehicles					
7.	M85 flex-fuel vehicles					
8.	Dedicated methanol vehicles					
9.	CNG dual-fuel vehicles					
10.	CNG dedicated vehicles					
11.	LNG dual-fuel vehicles					
12.	LNG dedicated vehicles					
13.	Propane/LPG dual-fuel vehicles					
14.	Propane/LPG dedicated vehicles					
15.	Electric vehicles (dedicated)					
16.	Electric vehicles (hybrid)					
17.	Hydrogen dedicated vehicles					
18.	Total light-duty AFVs acquired					
19.	Total medium-duty ² AFVs acquired					
20.	Total heavy-duty ² AFVs acquired					

PLFA POC: _____ DSN: _____ e-mail: _____

Activity: _____
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Pollution Prevention
(POC: Major Cynthia Martin, DSN 427-6254)

Notes for AFV Table:

¹Alternative Fueled Vehicles are as defined in the Energy Policy Act of 1992 (EPAct).

²The terms “light-duty” “medium-duty” and “heavy-duty” are as defined in EPAct. Please contact CAAE if further clarification or guidance is required.

³For further clarification of what vehicles can be exempted, see Sections 303(b)(3), 303(b)(3)(C), 303(b)(3)(D), 303(b)(3)(E), of the EPAct. For information on which DLA vehicles are currently exempted, contact CAAE.

⁴The Energy Policy Act requires DLA to base its AFV requirements on the number of light-duty vehicles located in a metropolitan statistical area (MSA) or consolidated metropolitan statistical area (CMSA). Contact CAAE for further information on the locations of MSAs and CMSAs, or go to the following address on the World Wide Web: <http://www.whitehouse.gov/WH/EOP/OMB/html/mheda/msa95.html>.

⁵DLA’s covered fleet is defined as any light-duty vehicle located in an MSA or CMSA that does not have law enforcement, emergency, or national security status. For further clarification, contact CAAE.

⁶The term “total stock” refers to all vehicles contained in the local fleet at time of report, not just those acquired during the fiscal year.

⁷AFV credit may be obtained for each 450 gallons of pure bio diesel fuel purchased for heavy & medium vehicles. PLFAs will need to maintain a system to collect the biodiesel supplier, date and quantities purchased, and which vehicles used the fuel.

Questions on AFV Issues (to be answered on a separate sheet):

1. Please describe the efforts your organization has made to overcome the problems encountered in complying with the requirements of the Energy Policy Act and Executive Order 13031.
2. Please describe the efforts your organization has made to comply with DLA Deputy Director Memorandum on Alternative Fuel Vehicles. Include the results of any get-well plans and any other measures taken to achieve the 75% acquisition rate.
3. Please list the alternative fueling sites that exist within five miles of your organization’s vehicle fleet(s).
4. Please describe the efforts your organization has made partner with state or local fleets to obtain access to alternative refueling sites that are within five miles of your organization’s vehicle fleet(s).
5. On a separate page, report the quantity of each alternative fuel used in alternative fuel vehicles. This data is reported at FY end.

PLFA POC: _____ DSN: _____ e-mail: _____

Activity: _____
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Pollution Prevention
(POC: Ms. Nancy Royal-Jones, DSN 427-6256)

SECTION II. POLLUTION PREVENTION - SUCCESS STORIES

The following section outlines the general requirements for success stories that will be incorporated in the EQ Report to Congress. The level of detail required for each story will depend on the information available; however, each story must include a quantitative discussion of the benefits and costs to environment and to mission capability. Each PLFA must submit at least one success story in any category listed below.

- 1. Compliance through Pollution Prevention.** Provide a success story that illustrates using pollution prevention to meet a compliance requirement. Describe the compliance requirement, alternatives considered, and the pollution prevention solution implemented. Also the benefits of the pollution prevention solution (include pollution avoided or eliminated; the project cost; payback period, annual savings, or other appropriate economic measures; and benefits to the mission).
- 2. Weapon System Pollution Prevention.** Provide success stories on new or existing weapon systems to demonstrate how pollution prevention and other environmental concerns are being successfully integrated into weapon system programs. For example: (1) specific processes that have been altered to eliminate or reduce the use of hazardous materials; (2) results of trade studies with environmental considerations; (3) benefits or reduced risk to personnel or the environment; (4) enhancements to weapon system performance or sustainability; (5) environmental compliance issues resolved or alleviated; or (6) operational costs, savings, and avoidance's for the system life cycle.
- 3. MILSPECS and Standards.** Provide success stories to demonstrate how Component is meeting its requirement to identify opportunities to eliminate or reduce toxic chemicals and extremely hazardous substances procurement generated through the use of specifications and standards, and the 1999 goal to complete all appropriate revisions to MILSPECS and standards. Where applicable, discuss: (1) prioritization schemes; (2) cooperation with industry and/or other DoD Components; and (3) coordination with acquisition reform initiatives to reduce the use of military-unique DoD documents.
- 4. Environmentally Preferable Products.** Provide success stories to demonstrate how Component successfully procured and used environmentally preferable products, including EPA-designated items, and services. Where applicable, discuss contract incentives to address cost, performance, and schedule barriers.

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Pollution Prevention
(POC: Ms. Nancy Royal-Jones, DSN 427-6256)

5. Toxic and Hazardous Materials - Reduction through Technology. Provide success stories, preferably one installation and one depot, to demonstrate how Component is minimizing the use, release, or off-site transfer of toxic chemicals and hazardous materials through the use of new materials, technology, or equipment (DLA should submit one case study). A story may focus on Component's largest volume TRI chemical in CY94. Where applicable, discuss: (1) the specific processes or materials reduced or eliminated; (2) results of trade studies with environmental considerations; (3) any benefits or reduced risk to personnel and the environment; (4) effect on mission; (5) environmental compliance issues resolved or alleviated; and (6) operational costs, savings, and avoidances. Providing examples of TRI-related success stories greatly facilitates the preparation of the annual DoD Public TRI report.

6. Toxic and Hazardous Materials - Reduction through Management Practices. Provide success stories, preferably one installation and one depot, to demonstrate how Component is minimizing the use, release, or off-site transfer of toxic chemicals and hazardous materials through the use of best management practices, such as improved materials control, certification, dispensing, delivery, reuse, and storage. Choice of a success story should consider one of the Component's largest volume TRI chemical in CY94. Where applicable, discuss: (1) the specific processes or materials reduced or eliminated; (2) results of trade studies with environmental considerations; (3) any benefits or reduced risk to personnel and the environment; (4) effect on mission; (5) environmental compliance issues resolved or alleviated; and (6) operational costs, savings, and avoidances. Providing examples of TRI-related success stories greatly facilitates the preparation of the annual DoD Public TRI report.

7. Alternative Fuel Vehicles (AFV). Provide success stories to demonstrate how the use of AFVs has assisted compliance with Clean Air Act requirements or provided other benefits (such as low cost refueling stations, improved regulatory climate, coordination with Federal state and local efforts, innovative alternative fuel vehicle procurement, refueling, and maintenance arrangements with commercial entities, fuel efficiency, etc.).

8. Ozone Depleting Substances (ODS). Provide success stories to demonstrate how Component has or is working to successfully replace an ODS in a weapon system or at an installation. Where applicable, discuss the effect on cost, performance, and schedule, technical issues resolved or remaining, and potential commercial applications.

9. Non-hazardous Waste Reduction. Provide success stories on a non-hazardous waste reduction initiative. Where applicable, discuss: (1) type and volume of materials; (2) technologies or management practices utilized; (3) effect on mission; and (4) operational costs, savings, and avoidances.

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Pollution Prevention
(POC: Ms. Nancy Royal-Jones, DSN 427-6256)

10. Non-hazardous Waste Recycling. Provide a success story on a installation recycling program. Where applicable, discuss: (1) type and volume of materials; (2) collection and storage methods; (3) sales agent (DRMS or local installation); (4) operating expenses, profits, and disposal costs avoided; (5) how profits are being used; (6) education and training; and (7) community or regional involvement.

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**Resource Conservation and Recovery Act (RCRA)
(POC: Ms. Nancy Royal-Jones, DSN 427-6256)**

**RESOURCE CONSERVATION AND RECOVERY ACT (RCRA)
Agency Summary Report
For Fiscal Year 1998**

DLA Primary Level Field Activity (PLFA): _____

Name of Individual Who Prepared the Report: _____

DSN Telephone Number: _____

I. EPA Guideline Items

NOTE

Each Agency will report on purchases made from sources **OTHER THAN** a Federal Source of Supply. Purchases made from a Federal Source of Supply (i.e., GSA, DLA, DoD, Coast Guard, United States Army Tank Automotive and Armament Command (TACOM) or other Agency Supply Centers) will be reported for you by the agency operating the supply center. Agencies operating supply centers shall report external supply activities separate from international supply and operating activities. This report is limited to facilities (including vessels) that are located (homeport) within the 48 contiguous states. **DO NOT REPORT** facilities that are located **OUTSIDE** of the contiguous United States.

A. Paper and Paper Products. GSA and GPO will provide data for agencies' purchases of paper-products made through their retail and wholesale stock program. However, please provide amounts for agency purchases from any other sources.

1. Total dollar amount of paper and paper products purchased by your PLFA from sources other than GSA and GPO in FY 99/1. **Total: \$**_____

Total dollar amount of paper and paper products containing recycled material purchased by your PLFA from sources other than GSA and GPO in FY 99/1. **Total: \$**_____

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B. Vehicle Products

Reclaimed Engine Coolants.

1. For PLFAs that maintain fleet maintenance facilities, how many fleet maintenance facilities do you operate? _____
2. How many vehicles are maintained with the fleet maintenance facility(s)? _____
3. How many of your fleet maintenance facilities own and operate anti-freeze recycling equipment? _____

Motor Vehicle Lubricating Oils.

1. Total dollar amount of motor vehicle lubricating oils purchased by your PLFA in FY 99/1
Total PLFA: \$_____ (If your vehicle maintenance is accomplished through service contracts that include a standard price for vehicle servicing, report the total number of servicing(s) rather than the dollar value. Total number of servicing(s):_____.)

DSCR to report Federal-wide requisitions: Total: \$_____

Total dollar amount of motor vehicle lubricating oils containing re-refined oil purchased by your PLFA in FY 99/1. **Total PLFA: \$**_____

(If your vehicle maintenance is accomplished through service contracts that include a standard price for vehicle servicing, report the total number of servicing(s) where the vehicle was serviced with re-refined oil rather than the dollar value. Total number of servicing(s):_____.)

DSCR to report Federal-wide requisitions: Total: \$_____

3. Were there any technical impediments to increasing the amount of motor vehicle lubricating oils containing re-refined oil purchased by your PLFA in FY 99/1?
(If yes, please attach an explanation of the technical impediment.)

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Retread Tires.

[Refer to the Federal Supply Schedule for Pneumatic Tires, FSC Group 26, Part II, Section A for items covered by this guideline.]

NOTE!

DO NOT include exempt tires. The dollar amount and number of tires should only include those tire categories that are included in the Comprehensive Procurement Guidelines.

1. Total dollar amount of tires purchased by your PLFA in FY 99/1. **Total:** \$ _____
2. Total number of tires purchased by your PLFA in FY 99/1. **Total:** _____
3. Total dollar amount of retread tires purchased by your PLFA in FY 99/1.
Total: \$ _____
4. Total number of retread tires purchased by your PLFA in FY 99/1. **Total:** _____
5. Were there any technical impediments to increasing the amount of retread tires purchased by your PLFA in FY 99/1?
(If yes, please attach an explanation of the technical impediment.)

C .Construction Products

Building Insulation Products.

1. Total dollar amount of building insulation products purchased by your PLFA in FY 99/1.
Total: \$ _____
2. Total dollar amount of building insulation products containing recycled materials purchased by your PLFA in FY 99/1. **Total:** \$ _____
3. Were there any technical impediments to increasing the amount of building insulation products containing recycled materials purchased by your PLFA in FY 99/1?
(If yes, please attach an explanation of the technical impediment.)

HEADS UP: *EPA is considering incorporating total number of contracts for construction and purchase of building insulation products and building insulation products containing recycled materials into FY 99 reporting.*

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Carpet (low and medium wear polyester fiber only).

1. Provide any pertinent information to demonstrate your PLFA's compliance/commitment to purchasing carpet (low and medium wear polyester fiber) in FY 99/1. This information could include dollars spent, number of contracts, policies issued, pilot projects, etc.

Concrete and Cement Containing Fly Ash.

1. Total amount of cement purchased and/or used by your PLFA in FY 1998.
Without fly ash or slag \$ _____ and/or _____ cubic yards.
With fly ash or slag \$ _____ and/or _____ cubic yards.
2. Total amount of concrete purchased and/or used by your PLFA in FY 1998.
Without fly ash or slag \$ _____ and/or _____ cubic yards.
With fly ash or slag \$ _____ and/or _____ cubic yards
3. Were there any technical impediments to increasing the amount of concrete and cement containing fly ash purchased by your PLFA in FY 99/1?
(If yes, please attach an explanation of the technical impediment.)

HEADS UP: *EPA is considering incorporating total number of contracts for construction and purchase of cement and concrete with fly ash or slag and without fly ash or slag into FY99 reporting.*

Floor Tiles (rubber or plastic only).

1. Provide any pertinent information to demonstrate your PLFAs compliance/commitment to purchasing floor tiles (rubber or plastic only) in FY98. This information could include dollars spent, number of contracts, policies issued, pilot projects, etc.

Patio Blocks (rubber or plastic only).

1. Provide any pertinent information to demonstrate your PLFAs compliance/commitment to purchasing patio blocks (rubber or plastic only) in FY98. This information could include dollars spent, number of contracts, policies issued, pilot projects, etc.

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Structural Fiberboard and Laminated Paperboard.

1. Total dollar amount of structural fiberboard and laminated paperboard purchased by your PLFA in FY 99/1. **Total: \$** _____
2. Total dollar amount of structural fiberboard and laminated paperboard containing recycled materials purchased by your PLFA in FY 99/1. **Total: \$** _____
3. Were there any technical impediments to increasing the amount of structural fiberboard containing recycled materials purchased by your PLFA in FY 99/1?
(If yes, please attach an explanation of the technical impediment.)

HEADS UP: *EPA is considering incorporating total number of contracts for construction and purchase of structural fiberboard and laminated paperboard and total number of contracts for construction and purchase of structural fiberboard and laminated paperboard containing recycled content material into FY 99 reporting.*

D. Transportation Products

Traffic Cones and Traffic Barricades (rubber or plastic only). GSA will provide data for agencies' purchases of traffic cones, and traffic barricades and those with recycled materials. However, please provide amounts for agencies' purchases from any other source. **Total:**
\$ _____

1. Total dollar amount of traffic cones and traffic barricades purchased by your PLFA in FY 99/1. **Total \$** _____
2. Total dollar amount of traffic cones with recycled content materials purchased by your PLFA in FY 99/1. **Total: \$** _____

E. Park and Recreation Products

Playground Surfaces and Running Tracks (rubber or plastic only) Provide any pertinent information to demonstrate your PLFAs compliance/commitment to purchasing playground surfaces and running tracks (rubber or plastic only) in FY98. This information could include dollars spent, number of contracts, policies issued, pilot projects, etc.

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F. Landscaping Products

Hydraulic Mulch (paper-based and wood-based used for hydro seeding and over spray for straw) and compost (yard trimmings)

Provide any pertinent information to demonstrate your PLFAs compliance/commitment to purchasing hydraulic mulch and compost in FY98. This information could include dollars spent, number of contracts, policies issued, pilot projects, etc.

G. Non-Paper Office Products

Binders (chipboard and plastic covered, not cloth)

GSA will provide data for PLFAs' purchases of binders and chipboard and plastic covered binders. However, please provide amounts for agency purchases from any other source.

1. Total dollar amount of binders purchased by your PLFA in FY 99/1. **Total: \$**_____
2. Total dollar amount of binders containing recycled materials purchased by your PLFA in FY 99/1. **Total: \$**_____

Office Recycling and Waste Containers (plastic, paper or steel).

Provide any pertinent information to demonstrate your PLFAs compliance/commitment to purchasing office recycling and waste containers (plastic paper or steel) in FY98. This information could include dollars spent, number of contracts, policies issued, pilot projects, etc.

Plastic Desktop Accessories.

GSA will provide data for agencies' purchases of desktop accessories and plastic desktop accessories. However, please provide amounts for PLFA purchases from any other source.

1. Total dollar amount of plastic desktop accessories purchased by your PLFA in FY 99/1. **Total: \$**_____
2. Total dollar amount of plastic desktop accessories containing recycled materials purchased by your PLFA in FY 99/1. **Total: \$**_____
3. Were there any technical impediments to increasing the amount of plastic desktop accessories containing recycled materials purchased by your PLFA in FY 99/1?

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(If yes, please attach an explanation of the technical impediment.)

Remanufactured Toner Cartridges.

(GSA and DLA will provide data for DLA purchases of toner cartridges and recycled toner cartridges. However, please provide amounts for agency purchases from other sources.

1. Total dollar amount of toner cartridges purchased by your PLFA in FY 99/1.

Total PLFA: \$ _____

DSCR to report Federal-wide requisitions: Total: \$ _____

2. Total dollar amount of remanufactured toner cartridges containing recycled materials purchased by your PLFA in FY 99/1. **Total PLFA: \$** _____

DSCR to report Federal-wide requisitions: Total: \$ _____

3. **DSCR to answer:** Were there any technical impediments to increasing the amount of remanufactured toner cartridges containing recycled materials purchased by your PLFA in FY 99/1? (If yes, please attach an explanation of the technical impediment.)

Plastic Trash Bags.

Provide any pertinent information to demonstrate your PLFAs compliance/commitment to purchasing plastic trash bags containing recycled content material in FY98. This information could include dollars spent, number of contracts, policies issued, pilot projects, etc.

H. Miscellaneous Products

Pallets

1. Total dollar amount of pallets purchased by your PLFA in FY 99/1. **Total: \$** _____

DISC to report Federal-wide requisitions: Total: \$ _____

2. Total dollar amount of pallets containing recycled materials purchased by your PLFA in FY 99/1.

Total: \$ _____

DISC to report Federal-wide requisitions: Total: \$ _____

3. **DISC to answer:** Were there any technical impediments to increasing the amount of pallets containing recycled materials purchased by your PLFA in FY 99/1?

(If yes, please attach an explanation of the technical impediment.)

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II. Specifications. RCRA, Section 6002(d) requires that federal activities having responsibility for preparing specifications review them to eliminate unnecessary requirements for the use of virgin materials and prohibitions against using recovered materials; and add preferences for recovered materials.

A. If you are an Inventory Control Point, with responsibility or control over a particular Federal Supply class or group of specifications or standards **that are identified as Comprehensive Procurement Guideline Items (CPG), identify which of the CPG items you manage.** (Please identify the **CPG item(s) your Inventory Control Point has responsibility for, the NSN associated with the CPG item.**)

PLFA: _____

CPG Item Name

NSN

B. If you are an Inventory Control Point, how many product specifications, standards, Commercial Item Descriptions (CIDs), product descriptions or other similar documents does your **Inventory Control Point** control?

Number: _____

C. How many such documents have been reviewed in FY 99/1 by your PLFA?

Number: _____

D. How many documents were modified in FY 99/1 to remove the requirements for the use of virgin materials?

Number: _____

E. How many documents were modified in FY 99/1 to remove references of language prohibiting the use of recovered materials?

Number: _____

F. How many documents were modified in FY 99/1 to add preferences for recovered materials?

Number: _____

G. Does your PLFA have a policy to remove the requirements for virgin materials and add preferences for recovered materials in facilities operations and maintenance contracts? (i.e., including the use of re-refined oil in your vehicle service contracts). Yes _____ No _____

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- H. If your PLFA does have a policy, please attach a copy to this data call.
- I. If your PLFA does not have a policy, please provide an explain why a policy has not been issued by your command.

III. Solid Waste Prevention

Please report solid waste prevention efforts where you are the host.

- A. Did you institute a new solid waste prevention practices in FY 99/1?
Yes _____ No _____
- B. If the response is Yes, please provide an explanation of those practices.
- C. If the response is No, Please provide an explanation of why not.

IV. Recycling

- A. What percentage of the offices operated by your PLFA have an active office products recycling program?
Percent: _____
- B. What percentage of residential housing operated by your PLFA have an active household products recycling program?
Percent: _____
- C. What percentage of demolition projects managed by and/or contracted by your PLFA includes the recovery of construction materials?
Percent: _____
- D. What is the total dollar value of all recycled materials recovered by your PLFA in **the 2nd half of FY 99?** (Money that your PLFA received for the sale of recycled materials.)
Total Reimbursed: \$ _____
- D. How were those dollars captured and utilized?
- F. What percentage of your total solid waste was diverted to recycling? Percent _____
- G. What savings were realized through cost avoidances, i.e. hauling, tipping, and landfill
\$ _____