

SUBJECT: WASTE MINIMIZATION CROSSCUT PLAN IMPLEMENTATION

The purpose of this directive is to establish the organizational and management arrangements necessary to implement the recommendations and strategies of the Waste Minimization (WMin) Crosscut Plan developed in response to SEN-25A-91.

Minimization of all types of waste is an integral part of the Nation's and the Department's overall efforts to improve environmental quality, conserve natural and economic resources, and reduce health risks to workers and the public. An aggressive waste minimization and pollution prevention program helps enhance the Department of Energy's (DOE's) credibility and demonstrates the Department's and my personal commitment to environmental stewardship. It is in this context that I directed, in my FY 1994 Secretarial Planning Guidance, the preparation of a Waste Minimization Crosscut Plan.

The WMin Plan identifies key objectives and strategies aimed at establishing the Department as a national leader in both the minimization of waste generated within our own operations and in the development and exchange of WMin technology and information in partnership with private industry, other public agencies, and academic institutions. Submission of this Plan is a first step in fulfilling this strategic mission. It is essential that key elements of the Plan be implemented within available resources on an expedited basis.

Accordingly, I have established the following near-term management objectives for the Department's Waste Minimization and Pollution Prevention Programs.

- o By July 31, 1992, submit for my approval and signature, a Departmentwide Policy Statement on waste minimization and pollution prevention. This policy statement will provide specific guidance on the role and priority of waste minimization within the overall Departmental goal to keep all pollutants from being released to the environment to the maximum extent technically feasible and economically practical, while fulfilling our overall mission.
- o By February 15, 1993, submit as part of the FY 1995 planning, programming and budgeting cycle a complete Waste Minimization Crosscut Plan that includes all elements of Departmental crosscut planning, including outyear resource requirements and a prioritization framework for planned resource expenditures.
- o By April 30, 1993, submit the first annual report detailing waste generated within the Department by waste type, waste stream, site, Program, and progress made to minimize these wastes.

To ensure that these objectives are met and that DOE-wide leadership for Waste Minimization and Pollution Prevention exists, I have established the Waste Minimization and Pollution Prevention Executive Board. This Board is directly responsible for completion of the above identified management objectives, for development and implementation of a Departmentwide WMin program as envisioned by the WMin Crosscut Plan, and for development and coordination of a DOE-wide pollution prevention program.

The Executive Board is to be composed of the Organizational Heads or Principal Deputies from the following Offices:

- o Civilian Radioactive Waste Management (RW)
- o Conservation and Renewable Energy (CE)
- o Defense Programs (DP)
- o Energy Research (ER)
- o Environment, Safety and Health (EH)
- o Environmental Restoration and Waste Management (EM)
- o Fossil Energy (FE)
- o General Counsel (GC)

- o New Production Reactors (NP)
- o Nuclear Energy (NE)
- o Domestic and International Energy Policy (EP)
- o Procurement, Assistance and Program Management (PR)

To ensure timely availability of the Executive Board to oversee waste minimization and pollution prevention policy development and WMin Crosscut Plan implementation, each Board member may designate an alternate with full signature authority. Board meetings must be attended by the Board member or his/her designated alternate. The Assistant Secretary, Environmental Restoration and Waste Management, chairs the Executive Board, and is authorized to convene it as often as circumstances warrant, but at least quarterly.

The Executive Board is responsible to me, through the Under Secretary, for achieving the management objectives outlined above, setting WMin priorities, overseeing progress, and resolving issues, as necessary, to keep the Department's WMin program on track. The Executive Board will monitor progress on achieving the key elements of the WMin Crosscut Plan and will submit a quarterly memorandum detailing progress made to keep the Department's WMin initiative on schedule.

To coordinate implementation of the WMin Crosscut Plan and to assist the Executive Board in carrying out its actions, I have directed the Assistant Secretary, Environmental Restoration and Waste Management, in coordination with the Executive Board, to review and revise, as necessary, the charter, responsibilities, and activities of the existing DOE-wide Waste Reduction Steering Committee (WRSC). The WRSC will report directly to the Executive Board. The WRSC will be responsible for the review, coordination, and accomplishment of Headquarters WMin activities required to achieve the Department's WMin Crosscut Planning initiative, as guided by the Executive Board.

The Director, Waste Minimization Division (EM-352), chairs the WRSC and is authorized to convene it as often as circumstances warrant. The Executive Board is responsible for formally delegating a senior representative from each PSO organization and EH to serve on a priority basis on the WRSC and to assure that appropriate resources are made available to the WRSC to carry out its functions.

This directive does not change the established PSO line responsibilities for waste management and minimization activities or alter the existing or updated memorandum of agreement among DOE offices with respect to environmental management of DOE facilities. This SEN Notice is also not applicable to the facilities and activities of the joint Navy-DOE Naval Nuclear Propulsion Program, which conducts its waste minimization activities under the authority established by Executive Order 12344 and Pub. L. 98-525 (42 U.S.C. 7158, note).

The Assistant Secretary, Environmental Restoration and Waste Management, who has DOE-wide coordination, consolidation, and guidance responsibility for waste minimization activities, requires timely assistance and support from other Headquarters elements to accomplish the WMin management objectives set forth in this directive. Accordingly, I have established the new organizational arrangement of a Waste Minimization and Pollution Prevention Executive Board, supported on a priority basis by the WRSC, to assure that the appropriate authority and accountability exists to expedite implementation of waste minimization within the Department's programs.

I expect both the WMin Executive Board and the WRSC to be operational in accordance with this directive no later than May 31, 1992. I shall approve the Charter of the Executive Board, and the Executive Board shall approve the Charter of the WRSC no later than June 30, 1992.

James D. Watkins
Admiral, U.S. Navy (Retired)