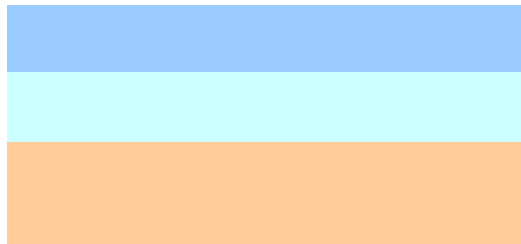


US EPA ARCHIVE DOCUMENT

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services
Energy Input (Non-standard Equipment*)			
Water Usage:			
Consumption			
Generation of Wastewater			
Use of Hazardous materials/substances			
Storage of Materials			
Use of natural resources			
Discharge to air, soil, water			
Generation of Waste:			
Non-hazardous Waste			
Hazardous Waste			
Selective Separation of Waste			
Noise/Vibrations/Light			
Indoor Air Quality:			
Dust/Allergens			
Odors			
Subject to Environmental Regulations (Specify):			
Other (Specify):			
General Assessment of Work-area			
Consideration	Rating (1-5)		
Health and Safety (H&S) Concerns			
General Mobility, including ADA considerations			
Potential for Accidents (Environmental and H&S related)			
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* Standard equipment includes:
Computers, desk light, phone, printers,
copiers, fax machines



Agency Division	EMS Development Team Member	Assigned Program Area	Draft completed	Added to master spreadsheet
Directors Office	Lead: Ian Bingham	OAC	Y	Y
		DO Admin	Y	Y
		Community Liaisons	Y	Y
		Legislative Office	Y	Y
		Communication Office	Y	Y
		DO Initiatives: Western Climate Initiative; Children's Environmental Health; SECC; Employee Recognition; Business Continuity Plan	Y	Y
Waste Programs	Lead: Veronica Garcia			
	Support: Calvina Ashley			
	Linda Amorosi	Rules Unit	Y	Y
		Remedial Projects - PM	Y	Y
		Site Assessment Unit (Contractor)	Y	Y
		Sustainability Programs Unit		
		Business Unit	Y	Y
	Patty Sharit	LUST Unit	Y	Y
		Haz Waste Permits Unit	Y	Y
		Haz Waste Inspections and Compliance	Y	Y
	Mindi Cross	Emergency Response	Y	Y
		Solid Waste Plan Review	Y	Y
		Solid Waste Inspections and Compliance	Y	Y
		UST Inspections and Compliance	Y	Y
	Don Spencer	UST Site Investigation Units		
		UST State Lead	Y	Y
		State Assurance Fund		
		UST Coordination Team		
		UST Information Management Unit		
	Lead: Dave Briant			
	Julie Hoskins	Business and General Services	Y	Y
		Physical Services		

Agency Division	EMS Development Team Member	Assigned Program Area	Draft completed	Added to master spreadsheet
Administrative Services		Budget		
		Information Technology - with Miranda		
	Miranda Rojas	Procurement	Y	Y
		Human Resources		
		ASD Director's Office		
		Information Technology - with Julie		
Water Quality	Lead: Linda Taunt			
	Jason Jones	APP and Drywell Unit	Y	Y
		Stormwater Unit	Y	Y
		Monitoring Unit	Y	Y
		Planning Unit	Y	Y
		Field Services	Y	Y
		Data Unit	Y	Y
		Wastewater & Subdivision	Y	Y
Air Quality	Lead: Eric Massey/Trevor Baggione			
	Tim Franquist**			
	Steve Rose**			

** Initial interviews completed

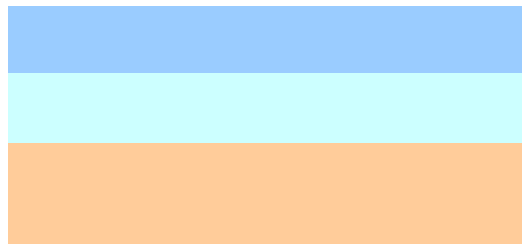
General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services
Energy Input (Non-standard Equipment*)	Y		
Water Usage:	N		
Consumption	Y		Break rooms, restrooms
Generation of Wastewater	N		
Use of Hazardous materials/substances	N		
Storage of Materials	N		
Use of natural resources	N		
Discharge to air, soil, water	N		
Generation of Waste:			
Non-hazardous Waste	Y		Office work, Break rooms,
Hazardous Waste	N		
Selective Separation of Waste	Y		Printing, copying
Noise/Vibrations/Light	N		
Indoor Air Quality:			
Dust/Allergens	Y		
Odors	N		
Subject to Environmental Regulations (Specify):			
Other (Specify):			
General Assessment of Work-area			
Consideration	Rating (1-5)		
Health and Safety (H&S) Concerns			
General Mobility, including ADA considerations			
Potential for Accidents (Environmental and H&S related)			

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* Standard equipment includes:
Computers, desk light, phone, printers,
copiers, fax machines



General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
Energy Input (Non-standard Equipment*)	N					* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	Y		Break rooms, restrooms	No process related consumption		
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	N					
Discharge to air, soil, water	N					
Generation of Waste:						
Non-hazardous Waste	Y		Office work, Break rooms,			
Hazardous Waste	N					
Selective Separation of Waste	Y		Printing, copying	Toner cartridges		
Noise/Vibrations/Light	N					
Indoor Air Quality:						
Dust/Allergens	Y			Plants, general cleaning, cologne/perfume use,		
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
Energy Input (Non-standard Equipment*)	Y		Fuel - Driving within their areas	Gas and alternative fuel (electric or propane)		* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	N			No process related consumption		
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	N					
Discharge to air, soil, water	Y			Emissions related to driving		
Generation of Waste:						
Non-hazardous Waste	Y		Admin services	Office related activities		
Hazardous Waste	N					
Selective Separation of Waste	N					
Noise/Vibrations/Light	N					
Indoor Air Quality:						
Dust/Allergens	N					
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
DO Initiatives include: Western Climate Initiative; Children's Environmental Health; SECC; Employee Recognition; Business Continuity Plan						
Energy Input (Non-standard Equipment*)	N					* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	Y		Break rooms, restrooms	No process related consumption		
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	N					
Discharge to air, soil, water	N					
Generation of Waste:						
Non-hazardous Waste	Y		Office work, Break rooms,			
Hazardous Waste	N					
Selective Separation of Waste	Y		Printing, copying	Toner cartridges; NCR paper		
Noise/Vibrations/Light	N					
Indoor Air Quality:						
Dust/Allergens	Y			Plants, general cleaning, cologne/perfume use,		
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
Energy Input (Non-standard Equipment*)	Y			Fuel Consumption - trips to Gov's Office and Legislature; Web-site support		* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	Y		Break rooms, restrooms	No process related consumption		
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	N					
Discharge to air, soil, water	N					
Generation of Waste:						
Non-hazardous Waste	Y		Office work, Break rooms,			
Hazardous Waste	N					
Selective Separation of Waste	Y		Printing, copying	Toner cartridges		
Noise/Vibrations/Light	N					
Indoor Air Quality:						
Dust/Allergens	Y			Plants, general cleaning, cologne/perfume use,		
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
UST Inspections and Compliance Unit					
Energy Input (Non-standard Equipment*)	Y	Y	Vehicles (3 gas/1 alt. fuel) 4 cameras, 4 cell phones, metal detectors	Non-standard equipment is used during inspections which are a legal requirements.	Group inspections to reduce travel and increase efficiency.
Water Usage:	N	N			
Consumption	N	N			
Generation of Wastewater	N	N			
Use of Hazardous materials/substances	N	N			
Storage of Materials	N	N			
Use of natural resources	Y	Y	Paper (150 letters per month)	Unit is required to send inspection reports as a legal requirement	Double side print drafts
Discharge to air, soil, water	Y	Y	Vehicle Emissions	Driving to inspections; methane meter required for inspections	Group inspections to reduce fuel consumption and improve efficiency. Vehicle emissions testing. Maintain vehicles to keep in good operating conditions.
Generation of Waste:					
Non-hazardous Waste	Y	Y	Use dyes (paste) for test for fuel levels in USTs	Legal requirement for inspections	Only use when necessary
Hazardous Waste	N	N			
Selective Separation of Waste	N	N			
Noise/Vibrations/Light	Y	Y	Typical inspections have vehicular traffic surrounding the area; compressors	Inspections are legal requirement	Rope off area to reduce traffic; ear plugs if necessary
Indoor Air Quality:					
Dust/Allergens	Y	N	Ambient indoor dust in office		Require cleaning personnel to dust periodically; clean ducts periodically
Odors	Y	Y	Employees wearing perfume and fragrances; Inspectors are exposed to petroleum odors in the field	Inspections are legal requirement	
Subject to Environmental Regulations (Specify):	Y				
Hazardous waste	N	N			
Vehicle Emission Testing	Y	Y			
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns	4		Trip and fall hazards; traffic; excavations; exposure to petroleum	Inspectors receive OSHA training	
General Mobility, including ADA considerations	N				
Potential for Accidents (Environmental and H&S related)	Y		See H&S concerns		

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
Solid Waste Inspections and Compliance Unit						
Energy Input (Non-standard Equipment*)	Y	Y	3 vehicles (2 gasoline/1 Alt. fuel), methane monitor; GPS, telephones, cameras,	Legally required to conduct inspections which require vehicle usage. Equipment is related to inspections.	Currently we group inspections to reduce fuel consumption and improve efficiency.	* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N	N				
Consumption	n/a	n/a				
Generation of Wastewater	n/a	n/a				
Use of Hazardous materials/substances	Y	Y	Chlor-D-tect kits; methane gas to calibrate methane meter	required for inspections		
Storage of Materials	Y	N	see above	CDK - inspectors methane meter locked cabinet		
Use of natural resources	Y	Y	Paper	For inspection reports, enforcement documents, etc.	Double-side print most documents; Electronic Review when possible	
Discharge to air, soil, water	Y	Y	Vehicle Emissions; methane meter	Driving to inspections; methane meter required for inspections	Currently we group inspections to reduce fuel consumption and improve efficiency. Vehicle emissions testing. Maintain vehicles to keep in good operating conditions.	
Generation of Waste:						
Non-hazardous Waste	Y	Y	Camera batteries (AA & Lithium); coliwassas, gloves, cleaner for dry erase board	required for inspections	Recycle AA batteries through receiving room	
Hazardous Waste	Y	Y	Chlor-D-tect kits and methane gas that expire	required for inspections	Only buy what is necessary. Used expired test kits for training purposes.	
Selective Separation of Waste	N	N				
Noise/Vibrations/Light	Y	Y	Landfill and large equipment	During inspections, minimal exposure provide ear plugs		
Indoor Air Quality:						
Dust/Allergens	Y	N	Ambient indoor dust in office		Require cleaning personnel to dust periodically; clean ducts periodically	
Odors	Y	N	Employees wearing perfume and fragrances			
Subject to Environmental Regulations (Specify):	Y					
Hazardous waste	Y	Y	Dispose of hazardous waste properly			

Vehicle Emission Testing	Y	Y	3 vehicles			
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns	5		Trip and fall; potential exposure to used oil, asbestos, hazardous chemicals;	All SWICU Employees receive OSHA safety training		
General Mobility, including ADA considerations	N					
Potential for Accidents (Environmental and H&S related)	Y		See above			

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Emergency Response Unit					
Energy Input (Non-standard Equipment*)	Y	Y	4 vehicles(3-gas/1-diesel); field monitors	See spreadsheet: ER Equip Inv.	
Water Usage:	N	N			
Consumption					
Generation of Wastewater					
Use of Hazardous materials/substances	Y	Y	Hazcat kits; calibration gases for meters		
Storage of Materials	Y	Y	In storage room		
Use of natural resources	N	N			
Discharge to air, soil, water	Y	Y	Vehicle emissions		
Generation of Waste:					
Non-hazardous Waste	N	N			
Hazardous Waste	Y	Y	calibration gases expire	minimal quantities	rather than disposal.
Selective Separation of Waste	N	N			
Noise/Vibrations/Light	Y	Y	Exposure to equipment in the field	safety PPE	
Indoor Air Quality:					
Dust/Allergens	N	N			
Odors	Y	N	Occasional sewer odor in lab area		
Subject to Environmental Regulations (Specify):	Y	Y			
Hazardous waste	Y	Y	hazardous waste generator		
Vehicle Emission Testing	Y	Y			
General Assessment of Work-area					

Consideration	Rating (1-5)				
Concerns					
General Mobility, including ADA considerations	1		n/a		
Potential for Accidents (Environmental and H&S related)	5	Y	ERU has the most potential for exposure to chemicals overall environmental hazards due to the nature of the job.	Highest level of OSHA training (emergency responder)	conduct removal activities. ERU oversees their activities.

ADEQ EMERGENCY RESPONSE INVENTORY FOR EQUIPMENT USING LINE OR BATTERY POWER

UPDATED August 18, 2010

ITEM DESCRIPTION	CLASS	SERIAL #	SIZE	EQUIPMENT (ADEQ/FED)	QUANTITY ON HAND
PASS Alarms for SCBA	PPE	N/A	N/A	FED	8
MSA Voice Amplifier	PPE	10026265	N/A	FED	10
APD-2000	MONITORING	N/A	N/A	FED	4
MSA Infrared Thermometer	MONITORING	N/A	N/A	FED	1
HAZMAT CAD	MONITORING	N/A	N/A	FED	1
Drager CMS Kits	MONITORING	N/A	N/A	FED	2
Sirius Detection Kits w/ Gas	MONITORING	N/A	N/A	FED	3
Sirius Detection Kits	MONITORING	N/A	N/A	FED	2
RayTek Thermometers	MONITORING	N/A	N/A	FED	2
Kestrel 4000 Pocket Weather Tracker	MONITORING	N/A	N/A	FED	1
RainWise Weather Station	MONITORING	N/A	N/A	FED	3
RADOS Dosimeter	MONITORING	1233-218	N/A	FED	6
Mass Spectrometer	MONITORING	N/A	N/A	FED	1
HAZ-Dust Particulate Sensors	MONITORING	N/A	N/A	ADEQ	4
Ludlum Radiation Meters	MONITORING	N/A	N/A	ADEQ	4
MSA Galaxy Self Test Calibrator	CAL	N/A	N/A	FED	3
N-95 Companion Respirator Fit System	CAL	N/A	N/A	FED	1
Benchtop MSA Sirius Test System	CAL	N/A	N/A	FED	1
Generator Grounding Kit	UTILITY	38487-01-06	N/A	FED	3
Large Honda Generator	UTILITY	EU3000is	N/A	FED	1
Small Honda Generator	UTILITY	N/A	N/A	FED	1
Igloo Air Cooling System	UTILITY	N/A	N/A	FED	5
Motorola Handheld Radio	UTILITY	N/A	N/A	FED	1
Honda 3000 is Generator	UTILITY	N/A	N/A	FED	1
Akron Extandalites	UTILITY	N/A	N/A	FED	2
Fluorescent Shelter Lights	UTILITY	N/A	N/A	FED	2
1000 Watts Utility Halogen Lights	UTILITY	N/A	N/A	ADEQ	3 Sets
Garmin eTrex Legend GPS	REFERENCE	N/A	N/A	FED	1

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
Solid Waste Plan Review Unit						
Energy Input (Non-standard Equipment*)	N	N				* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:						
Consumption	N	N				
Generation of Wastewater	N	N				
Use of Hazardous materials/substances	N	N				
Storage of Materials	N	N				
Use of natural resources	Y	Y	Paper usage		Use of double-sided when allowable	
Discharge to air, soil, water	N	N				
Generation of Waste:						
Non-hazardous Waste	N	N				
Hazardous Waste	N	N				
Selective Separation of Waste	N	N				
Noise/Vibrations/Light	Y	Y	During site visits, permit writers can be exposed to large equipment present at landfills.	Legal requirement because permit writers are sometimes required to conduct site visits.	Use earplugs and PPE when necessary	
Indoor Air Quality:						
Dust/Allergens	N	N				
Odors	N	N				
Subject to Environmental Regulations (Specify):						
Hazardous waste	N	N				
General Assessment of Work-area						

Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns	2	Y	During site visits, hazards can be slightly increased.	OSHA training and MSHA training	Wear PPE.	
General Mobility, including ADA considerations	n/a					
Potential for Accidents (Environmental and H&S related)	2		Would most likely occur during site visits.			

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
Energy Input (Non-standard equipment*)	Y		Vehicles, drilling and environmental equipment		minimize meetings, use phone for meetings	* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:						
Consumption	Y		Drinking fountains, breakrooms, restrooms			
Generation of Wastewater	Y		restrooms		utilize grey water for plant and grass watering	
Use of Hazardous materials/substances						
Storage of Materials	Y					
Use of natural resources						
Discharge to air, soil, water	Y					
Generation of Waste:						
Non-hazardous Waste	Y		Office work, Break rooms, environmental soil and groundwater waste	waste from soil and groundwater installation and sampling activities	minimize waste generation	
Hazardous Waste	Y		environmental installation and sampling activities	waste from soil and groundwater installation and sampling activities	minimize haz waste generation	
Selective Separation of Waste	Y		Printing, copying, separate non-haz from haz environmental waste	Toner cartridges		
Noise/Vibrations/Light	Y		environmental installation and sampling activities, people eating and clanging bowls, singing	use PPE, smallest equipment possible		
Indoor Air Quality:						
Dust/Allergens	Y		plants, cleaning products			
Odors	N		cologne and perfumes			
Subject to Environmental regulations (Specify):	Y		drilling, sampling, running remediation equipment			

her (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) concerns						
General Mobility, including ADA considerations						
Potential for Accidents (environmental and H&S related)	Y		Virtually all field work is a potential for an injury	must take safeguards and precautions, no shortcuts, work smart		
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General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Leaking Underground Storage Tank Enforcement Unit					
Energy Input (Non-standard Equipment*)	N	N			
Water Usage:	N	N			
Consumption	Y	N	breakroom & restroom		
Generation of Wastewater	Y	N	breakroom & restroom		
Use of Hazardous materials/substances	N	N			
Storage of Materials	N	N			
Use of natural resources	Y	Y	paper	For inspection reports & enforcement documents, ect.	
Discharge to air, soil, water	Y	Y	Vehicle emissions	driving to inspections	
Generation of Waste:					
Non-hazardous Waste	Y	Y	Camera batteries, gloves		Recycle batteries through receiving room
Hazardous Waste	Y	Y	office supplies		
Selective Separation of Waste	Y	N	paper, plastic & aluminum cans		Recycle
Noise/Vibrations/Light	Y	N	Site visits	During inspections, minimal exposure provide ear plugs; safety glasses	
Indoor Air Quality:					
Dust/Allergens	Y	N	Ambient indoor dust in office		Require cleaning personnel to dust periodically, clean ducts periodically
Odors	Y	N	Employees wearing perfume and fragrances		

Subject to Environmental Regulations (Specify):	Y				
Hazardous waste					
Vehicle Emission Testing	Y	Y			
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns	5		Tripping & falling or inhalation of hazardous chemicals at sampling activity & site visits	Employees receive OSHA safety training	
General Mobility, including ADA considerations	N				
Potential for Accidents (Environmental and H&S related)	Y		See above		

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Hazardous Waste Permits Unit					
Energy Input (Non-standard Equipment*)	N				
Water Usage:	N	N			
Consumption	Y	N	breakroom & restrooms		
Generation of Wastewater	N	N			
Use of Hazardous materials/substances	N	Y			
Storage of Materials	N	Y			
Use of natural resources	Y	Y	Paper	Permits, reports, correspondence	
Discharge to air, soil, water	Y	Y	Vehicle emissions	Driving to inspections	Joint inspections with with other units
Generation of Waste:					
Non-hazardous Waste	Y	Y	Paper, office waste		Recycle
Hazardous Waste	N	Y			
Selective Separation of Waste	Y	N	Cans, Paper, Plastic		Recycle
Noise/Vibrations/Light	Y	N	site visits	During inspections, minimal exposure provide ear plugs; safety glasses	
Indoor Air Quality:					
Dust/Allergens	Y		ambient indoor dust in office		Require cleaning personnel to dust periodically, clean ducts periodically
Odors	Y		perfume & fragrances		
Subject to Environmental Regulations (Specify):	N				
Hazardous waste	N				
Vehicle Emission Testing	N				

equipment includes:
Computers, desk
light, phone, printers,

General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns	5		Tripping & falling or inhalation of chemicals while on site visits	Training		
General Mobility, including ADA considerations	N					
Potential for Accidents (Environmental and H&S related)	Y		see above			

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Hazardous Waste Inspections & Compliance Unit					
Energy Input (Non-standard Equipment*)	Y	Y	3 vehicles, GPS, telephones, cameras,	Legally required to conduct inspections which require vehicle usage. Equipment is related to inspections.	Currently we group inspections to reduce fuel consumption and improve efficiency.
Water Usage:	N	N			
Consumption	Y	N	Breakroom & restrooms		
Generation of Wastewater	N	N			
Use of Hazardous materials/substances	Y	N			
Storage of Materials	Y	Y	See below		
Use of natural resources	Y	Y	Paper	For inspection reports, enforcement documents, etc.	
Discharge to air, soil, water	Y	Y	Vehicle Emissions	Driving to inspections; required for inspections	Currently we group inspections to reduce fuel consumption and improve efficiency. Vehicle emissions testing. Maintain vehicles to keep in good operating conditions.
Generation of Waste:					
Non-hazardous Waste	Y	Y	Camera batteries (AA & Lithium); Coliwasas; Gloves; Industrial sunscreen; Waxie no streak cleaner; Sun X sunscreen; Burnfree Hydrogel; Povidone Iodine Swab/scrub/ointment/prep/solution; Instant Cold Pack; Sani-Cloth Plus; Encon Hydrosep		Recycle AA batteries through receiving room
Hazardous Waste	Y	Y	Expo Dry erase board cleaner; Expo dry erase markers; Chlor-D-tect kits; Liquid paper; Compressed air can; Purell hand sanitizer; Dupont broad spectrum disinfectant solution; Alcohol prep/swab; Sharpie permanent marker;Clor-N-Oil screening kit; Windex gla		Proper disposal
Selective Separation of Waste	Y	N	paper, plastic & aluminum cans		Recycle
Noise/Vibrations/Light	Y	N	Site visits/inspections	During inspections, minimal exposure provide ear plugs; safety glasses	
Indoor Air Quality:					
Dust/Allergens	Y	N	Ambient indoor dust in office		Require cleaning personnel to dust periodically; clean ducts periodically
Odors	Y	N	Employees wearing perfume and fragrances & kitchen odors		
Subject to Environmental Regulations (Specify):	Y				
Hazardous waste	N	N			
Vehicle Emission Testing	Y	Y	3 vehicles		

* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines

General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns	5		Site visits/inspections - trip and fall; potential exposure to hazardous chemicals	All HWICU Employees receive OSHA safety training	
General Mobility, including ADA considerations	N				
Potential for Accidents (Environmental and H&S related)	Y		See above		

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y		Vehicle - Field visits - Meters/sensor/Cameras - Generators -	Contractors equipment needs to be considered	
Water Usage:					
Consumption	Y	Y	Sample prep/collection -	Decon steps -	
Generation of Wastewater	Y	Y	Sample prep/collection -	Decon steps - Purge water	
Use of Hazardous materials/substances	Y	Y	Sample prep/collection (acids)- Oxidizers		
Storage of Materials	Y	Y	Cage area (1st and 5th floor) parking garage -		
Use of natural resources	Y		Use of Paper - ice/water -	Air emmissions (SVE)	
Discharge to air, soil, water	Y	Y	Remediation Equipment - Sampling -		
Generation of Waste:					
Non-hazardous Waste	Y		Office work -	Solid waste generation (augering, free product) - Batteries - Surplus equipment from sites remediated - landfill	
Hazardous Waste	Y	Y	Remediation Equipment - Sampling - Free Product Disposal	Carbon drums	
Selective Separation of Waste	N				
Noise/Vibrations/Light	Y		Generator for field sampling	Field work (OSHA)	
Indoor Air Quality:					
Dust/Allergens	N			Clean board cleaner - tracer gas -	
Odors	N			Popcorn	
Subject to Environmental Regulations (Specify):					
Other (Specify):	Y				
Air Quality Permits	Y	Y	Remediation Equipment - Generators		
Soil/ Groundwater Remediation	Y	Y		ASTM stds - Internal SOPs	
DOT Haz Mat	Y	Y		Waste Manifests	
Work place exposure	Y	Y		OSHA	
Respiratory Protection	Y	Y		OSHA	
Radiation (?)	Y	Y		Field screening equipment (PID, FID)	
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns					
General Mobility, including ADA considerations					

* Standard equipment includes:
Computers, desk light, phone, printers,
copiers, fax machines

Potential for Accidents (Environmental and H&S related)						

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y		Remediation equipment	Natural gas, propane, Transport fuels, field equipment,	
Water Usage:					
Consumption	Y	Y	Sample prep/collection -	Decon steps - Dust abatement/compaction	
Generation of Wastewater	Y	Y	Sample prep/collection -	Decon steps - Purge water - Development water- Oil/water separator - rinsate (tank closure) - condensate (remedial equipment)	
Use of Hazardous materials/substances	Y	Y	Sample prep/collection (acids)- Oxidizers		
Storage of Materials	Y	Y	On-site storage -		
Use of natural resources	Y		Use of Paper - ice/water -	Air emissions (SVE)	
Discharge to air, soil, water	Y	Y	Remediation Equipment - Sampling -		
Generation of Waste:					
Non-hazardous Waste	Y		Office work -	Solid waste generation (augering, free product) - Batteries - Surplus equipment from sites remediated - landfill	
Hazardous Waste	Y	Y	Remediation Equipment - Sampling - Free Product Disposal	Carbon drums	
Selective Separation of Waste	Y			Oil/fuel/water separator - excavated material	
Noise/Vibrations/Light	Y		Generator for field sampling	Field work (OSHA) - Night work - Drilling (residential) - compressors	
Indoor Air Quality:	Y	Y		Vapor intrusion - remedial emissions	
Dust/Allergens	N			Clean board cleaner - tracer gas -	
Odors	Y			PCS piles	
Subject to Environmental Regulations (Specify):					
Other (Specify):	Y				
Air Quality Permits	Y	Y	Remediation Equipment - Generators		
Soil/ Groundwater Remediation	Y	Y		ASTM stds - Internal SOPs	
DOT Haz Mat	Y	Y		Waste Manifests	
Work place exposure	Y	Y		OSHA	
Respiratory Protection	Y	Y		OSHA	

* Standard equipment includes:
Computers, desk light, phone, printers, copiers, fax machines

Radiation (?)	Y	Y		Field screening equipment (PID, FID)	
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns					
General Mobility, including ADA considerations					
Potential for Accidents (Environmental and H&S related)					

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y		Paper Shredder, radios, fan, date stampers, Fuel consumption		
Water Usage:					
Consumption	Y		Break room, restroom,		
Generation of Wastewater	Y		Showers,		
Use of Hazardous materials/substances	Y		toner, cleaners, Office equipment (i.e. dry erase, white out, etc.)		
Storage of Materials	Y		Storage cage (Check to see if chemicals are being stored)		
Use of natural resources	Y		Standard office		
Discharge to air, soil, water	Y		Site visits (GHG),		
Generation of Waste:					
Non-hazardous Waste	Y		Office activities		
Hazardous Waste	N				
Selective Separation of Waste	Y		toner, batteries, e-waste		
Noise/Vibrations/Light	Y		Date stamper, site visits (observing drilling, sampling etc.)		
Indoor Air Quality:	Y		Fugitive vapors, OSHA,		
Dust/Allergens	Y		Files		
Odors	Y		Restrooms, break rooms (popcorn)		
Subject to Environmental Regulations (Specify):					
Other (Specify):					
Respirator use	Y		OSHA		
Asbestos	Y		Some Brownfield sites, abandoned sites		
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns	Y		Exposure to contaminated media		
General Mobility, including ADA considerations					
Potential for Accidents (Environmental and H&S related)					

* Standard equipment includes:
Computers, desk light, phone, printers, copiers, fax machines

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y		Electric generators, Power draw from facility/grid		
Water Usage:					
Consumption	Y		Break room, restroom, Showers, purge water, decon, sample prep,		
Generation of Wastewater	Y				
Use of Hazardous materials/substances			Calibration solvents, preservatives,		
Storage of Materials					
Use of natural resources	Y		Ice/water		
Discharge to air, soil, water	Y		Effluent, purge water, drilling, air emissions		
Generation of Waste:					
Non-hazardous Waste	Y		Office work, field work, uncontaminated soil/water		
Hazardous Waste	Y		Field activities, effluent, contaminated soil/water,		
Selective Separation of Waste	Y		Field activities		
Noise/Vibrations/Light	Y		Drilling, generator, equipment		
Indoor Air Quality:	Y		Fugitive vapors		
Dust/Allergens					
Odors					
Subject to Environmental Regulations (Specify):					
Other (Specify):					
Air Permit	Y		Remediation activities		
DOT	Y		Transporting contaminated materials for treatment/disposal		
Respirator use	Y		OSHA		
Asbestos	Y		Some Brownfield sites, abandoned sites		
Wastewater discharge permit	Y		Purge water		
Intent to Drill Permit	Y		Well/boring install		
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns					
General Mobility, including ADA considerations					
Potential for Accidents (Environmental and H&S related)					

* Standard equipment includes:
Computers, desk light, phone, printers, copiers, fax machines

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y		Radios, fans, coffee maker, paper shredder, electric stapler		battery operated radios & fans, one shredder per unit?
Water Usage:					
Consumption	Y		Breakrooms, restrooms, plants		
Generation of Wastewater	Y		Breakrooms, restrooms		
Use of Hazardous materials/substances	Y		Permanent Markers, dry erase markers, highlighters, white out, screen cleaner, compressed air	landfill	Supply a haz waste bin in each section.
Storage of Materials	Y		file folders, paper, extra office supplies	emit dust & fire hazard.	organized storage room for each Dept on each floor.
Use of natural resources	Y		paper, water	forms, documents	paperless- electronic documents
Discharge to air, soil, water	Y		perfumes, air fresheners	gree	
Generation of Waste:					
Non-hazardous Waste	Y		paper towels, food, antibacterial cloths	landfill	compost, switch to recyclable towels and clothes.
Hazardous Waste	Y		see above Use of Haz. Materials		
Selective Separation of Waste	Y		recycle white paper, cans, plastic bottles	A couple have their own recycle for other recyclables	provide more recycle bins
Noise/Vibrations/Light	Y		vacuum, cell phones, office phones, loud talkers	for vacuums see below "potential for accidents"	cells on vibrate, office phones to lowest setting possible.
Indoor Air Quality:					
Dust/Allergens	Y		carpet, blinds, empty cubes, flowers, plants, food, perfumes	the dusters used- just distribute more dust.	use damp cloth occasionally
Odors	Y		food, burnt food, restrooms		
Subject to Environmental Regulations (Specify):					
Other (Specify):					
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns					
General Mobility, including ADA considerations	Y		handicap employees.	lack of working amenities, auto door openers are not kept in working order	northmarq maintenance increased.
Potential for Accidents (Environmental and H&S related)	Y		Cleaning Co. vacuum cord.	tripping	vaccum when least occupied (5:30-7am or pm)

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Computers, desk light, phone, printers, copiers, fax machines

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	
Energy Input (Non-standard Equipment*)	N			standard usage; no extra equipment or special energy needs	Suggest that standard procedures be adopted that require staff near west-facing windows to close the blinds during afternoons and weekends in the summer to reduce amount of heat transfer. Suggest that many of the items addressed in the state agency's ener	* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:						
Consumption	N			no activities that require additional water consumption beyond office standard usage - restrooms, drinking water, kitchen, etc		
Generation of Wastewater	N			no activities that require wastewater generation beyond office standard generation - restrooms, kitchen, etc	Suggest that garbage disposals be installed or signage be placed at kitchen sinks instructing staff to leave strainers in place when cleaning food/coffee utensils/dishes, and then to empty trapped garbage in waste receptacles so as not to clog pipes resul	
Use of Hazardous materials/substances	Y - minimal			standard office usage - marking pens, board cleaners, glue, ink, etc	Suggest standard practice of buying non-toxic office supplies and materials when ever possible.	
Storage of Materials	Y - minimal			standard office supplies that may be hazardous are stored in offices		
Use of natural resources	Y			standard office usage - paper, water, etc	Suggest purchasing paper towels that are not bleached with dioxins. Also suggest purchasing paper towels that properly fit the dispensers in the kitchens (or change dispensers) so that a stack of towels does not fall out when trying to dispense just one.	
Discharge to air, soil, water	N			standard discharges to city sewer; minimal air emissions from very limited vehicle use; minor air emissions from solvents from office supplies		
Generation of Waste:	Y			standard office waste generation; perhaps less than standard as reduce, reuse, recycle philosophy is (or should be) in effect		
Non-hazardous Waste	Y			paper, daily garbage and trash as in any standard office setting		
Hazardous Waste	Y			spent markers, batteries, office supply containers with residual waste such as glues, ink, etc		

Selective Separation of Waste	Y			agency provides receptacles for plastic containers and aluminum cans; other recyclable items are taken home for community recycling and some organics taken home for composting	Suggest a more robust on-site recycling program to include all recyclables, not just those that generate money for the agency. Glass, metal (in addition to aluminum), magazines, files folders, etc should all be recycled. Lobby and other public areas shoul	
Noise/Vibrations/Light	Y - minimal			standard office noises (copy machine, phones, voices, etc); however cleaning crew creates noise by vacuuming during busy work hours.		
Indoor Air Quality:						
Dust/Allergens	Y - minimal			no activities that generate additional exposure to dust and allergens; standard office exposure to dust and allergens from office equipment, files, plants, personal hygiene, carpets, blinds, etc		
Odors	Y - minimal			no intentional activities that generate odors; standards office exposure to food smells, restrooms, cleaners, etc	Kitchens should be properly ventilated so that food odors do not waft throughout floor (burned food, microwaved fish, etc).	
Subject to Environmental Regulations (Specify):	N					
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns				1st aid supplies are not maintained.	Pigeons droppings in the garage should be cleaned weekly so that employees are not subjected to possible inhalation of desiccated droppings which may carry communicable diseases (such as psittacosis). Humane devices to discourage pigeon nesting should be	
General Mobility, including ADA considerations				Some hallways are not ADA compliant due to file cabinets and book shelves being placed in the walkways. Handicapped doors are not properly maintained and periodically do not work.		

Potential for Accidents (Environmental and H&S related)				Cleaning staff vacuum using a very long extension cord that poses a tripping hazard to employees.	Vacuuming should take place during non-work hours.
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General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y			Desk fans; radio; air filter; coffee maker; stapler; typewriter; paper shredder; Kitchen appliances	
Water Usage:					
Consumption	Y			Plants; drinking; kitchen area	
Generation of Wastewater	N				
Use of Hazardous materials/substances	N				
Storage of Materials	N				
Use of natural resources	Y			Paper	
Discharge to air, soil, water					
Generation of Waste:					
Non-hazardous Waste	Y			Basic Office generation; food waste; batteries; cleaning desk/workarea	
Hazardous Waste	N				
Selective Separation of Waste	Y			Toner	
Noise/Vibrations/Light	Y			Roof maintenance; desk-top letter folder	
Indoor Air Quality:					
Dust/Allergens	Y			Cleaning crew	
Odors	Y			Markers; food; cleaning wipes	
Subject to Environmental Regulations (Specify):					
Other (Specify):					
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns					
General Mobility, including ADA considerations					
Potential for Accidents (Environmental and H&S related)					

* Standard equipment includes:
Computers, desk light, phone, printers,
copiers, fax machines

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Business Section, General Services -Receiving, AOT, loading dock, fileroom, cube storage, mail room					
Energy Input (Non-standard Equipment*)	Y			AOT copiers, mail routes (Courier runs), labelers, digital scales, laminator, desk-top letter folder, fan, back-up generators(?), trash compactor	
Water Usage:					
Consumption	?			loading areas (washing)	
Generation of Wastewater	?				
Use of Hazardous materials/substances	Y			Fuel; Incoming and Outgoing agency materials/supplies/deliverables	
Storage of Materials	N				
Use of natural resources	Y			Cube supplies; office work; cardboard boxes;	
Discharge to air, soil, water	Y			Air emissions from delivery trucks and fleet vehicles	
Generation of Waste:					
Non-hazardous Waste	Y			Batteries, cardboard, cans, bottles, paper, dumpster	
Hazardous Waste	N				
Selective Separation of Waste	Y			Recycling;	
Noise/Vibrations/Light	Y			Desk-top letter folder; generator outside lab area	
Indoor Air Quality:	Y			Fumes from solvents in water lab;	
Dust/Allergens	Y			Loading/unloading; box storage; fileroom	
Odors	Y			Food, trash in loading area	
Subject to Environmental Regulations (Specify):					
Other (Specify):					
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns	Y			Box storage (rodents); rolling files; step stools	
General Mobility, including ADA considerations					
Potential for Accidents (Environmental and H&S related)					

* Standard equipment includes:
Computers, desk light, phone, printers,
copiers, fax machines

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y		Travel		
Water Usage:					
Consumption	N				
Generation of Wastewater	N				
Use of Hazardous materials/substances	Y			Isopropyl alcohol for macroinvertebrate sampling. Formalin for fish during EPA's national river and stream survey.	
Storage of Materials	N				
Use of natural resources	Y			Use of plastic bottles, filters, tubing and wrappers for sampling.	
Discharge to air, soil, water	Y			Dissolved oxygen titration waste goes into sewer per MSDS. Dilute HCl rinseate goes to sewer after cleaning equipment.	
Generation of Waste:	Y			Use of plastic bottles, filters, tubing and wrappers for sampling.	
Non-hazardous Waste	N				
Hazardous Waste	N				
Selective Separation of Waste	N				
Noise/Vibrations/Light	N				
Indoor Air Quality:	N				
Dust/Allergens	N				
Odors	N				
Subject to Environmental Regulations (Specify):					
Other (Specify):					
General Assessment of Work-area Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns					
General Mobility, including ADA considerations					
Potential for Accidents (Environmental and H&S related)					

* Standard equipment includes:
Computers, desk light, phone, printers,
copiers, fax machines

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions
Energy Input (Non-standard Equipment*)	Y			Printers and office stuff.	
Water Usage:					
Consumption	N			Toilets, dishes.	
Generation of Wastewater					
Use of Hazardous materials/substances	N				
Storage of Materials					
Use of natural resources	Y				
Discharge to air, soil, water	N				
Generation of Waste:					
Non-hazardous Waste	N				
Hazardous Waste					
Selective Separation of Waste					
Noise/Vibrations/Light	N				
Indoor Air Quality:					
Dust/Allergens					
Odors					
Subject to Environmental Regulations (Specify):					
Other (Specify):					
General Assessment of Work-area					
Consideration	Rating (1-5)				
Health and Safety (H&S) Concerns					
General Mobility, including ADA considerations					
Potential for Accidents (Environmental and H&S related)					

* Standard equipment includes:
Computers, desk light, phone, printers,
copiers, fax machines

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	Comments
Energy Input (Non-standard Equipment*)	Y			Travel		* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	N					
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	N					
Discharge to air, soil, water	N					
Generation of Waste:	Y			Paper recycled from draft permit reviews, etc.		
Non-hazardous Waste	N					
Hazardous Waste	N					
Selective Separation of Waste	N					
Noise/Vibrations/Light	N					
Indoor Air Quality:	N					
Dust/Allergens	N					
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	Comments
Energy Input (Non-standard Equipment*)	N					* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	N					
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	N					
Discharge to air, soil, water	N					
Generation of Waste:	N					
Non-hazardous Waste	N					
Hazardous Waste	N					
Selective Separation of Waste	N					
Noise/Vibrations/Light	N					
Indoor Air Quality:	N					
Dust/Allergens	N					
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						

General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	Comments
Energy Input (Non-standard Equipment*)	N					* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	N					
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	N					
Discharge to air, soil, water	N					
Generation of Waste:	N					
Non-hazardous Waste	N					
Hazardous Waste	N					
Selective Separation of Waste	N					
Noise/Vibrations/Light	N					
Indoor Air Quality:	N					
Dust/Allergens	N					
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						
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General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	Comments
Energy Input (Non-standard Equipment*)	Y			Limited Paper		* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N/A					
Consumption	N/A					
Generation of Wastewater	N/A					
Use of Hazardous materials/substances	N/A					
Storage of Materials	N/A					
Use of natural resources	N/A					
Discharge to air, soil, water	N/A					
Generation of Waste:	Y			Yes, we dispose of many sets of engineering plans.		
Non-hazardous Waste	N/A					
Hazardous Waste	N/A					
Selective Separation of Waste	N/A					
Noise/Vibrations/Light	N/A					
Indoor Air Quality:	N/A					
Dust/Allergens	N/A					
Odors	N/A					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						
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General Environmental Aspects	Applicability (Y/N)	Legal Requirements (Y/N)	Activities, Products, Services	Notes	Alternative Approaches/Resolutions	Comments
Energy Input (Non-standard Equipment*)	N					* Standard equipment includes: Computers, desk light, phone, printers, copiers, fax machines
Water Usage:	N					
Consumption	N					
Generation of Wastewater	N					
Use of Hazardous materials/substances	N					
Storage of Materials	N					
Use of natural resources	Y			Paper		
Discharge to air, soil, water	N					
Generation of Waste:	Y			Paper		
Non-hazardous Waste	N					
Hazardous Waste	N					
Selective Separation of Waste	N					
Noise/Vibrations/Light	N					
Indoor Air Quality:	N					
Dust/Allergens	N					
Odors	N					
Subject to Environmental Regulations (Specify):						
Other (Specify):						
General Assessment of Work-area						
Consideration	Rating (1-5)					
Health and Safety (H&S) Concerns						
General Mobility, including ADA considerations						
Potential for Accidents (Environmental and H&S related)						