

US EPA ARCHIVE DOCUMENT

Indiana CLEAN Community Challenge

Quality of Life Plan Checklist

Quality of Life Plan Requirements

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| | Establish a mission statement that commits to compliance with requirements and voluntary commitments; pollution prevention; continuous environmental improvement; and sharing environmental decisions and performance information with the community (1a) |
| | Adopt the mission statement through an Executive Order, Resolution, or Ordinance (1b) |
| | Assign clear roles and responsibilities of stakeholders and key local government personnel to implement, train, monitor, and maintain QLP procedures and goals (2a) |
| | Identify the governmental operations to be included in the QLP (2b) |
| | Identify and prioritize the environmental aspects associated with the operations and describe the prioritization process (2c) |
| | Record and update relevant legal and regulatory requirements associated with identified aspects and ensure compliance with all applicable environmental laws, regulations, and permit conditions (2e) |
| | Select five of the environmental aspects and implement five projects or activities to minimize their environmental impact (2d) |
| | Establish objectives and targets for each of the five projects or activities (2f) |
| | Develop and implement action plans to achieve each target (2g) |
| | Develop measurement parameters for each project to evaluate target achievements (2h) |
| | Establish a procedure to control QLP documentation (3a) |
| | Ensure employees' environmental awareness and competence (3b) |
| | Incorporate environmental and pollution prevention planning in the development of new processes and services, and modification of existing processes and services (3c) |
| | Develop and implement a procedure for emergencies and corrective actions (3d) |
| | Document corrective actions when deficiencies are discovered (3e) |
| | Establish procedures for internal and external communication regarding environmental issues within the community (3f) |
| | Develop and implement a procedure to review progress of the QLP and ensure continual improvement (4a) |
| | Develop and implement a procedure to inform the community of important issues related to its environmental performance (C&BOa) |
| | Develop and implement a procedure to provide the public with progress toward achieving objectives and targets (C&BOb) |
| | Develop and implement an internal audit procedure and document audits performed (4b) |
| | Develop and implement a procedure to document improvements and adjustments to the QLP (4c) |