US ERA ARCHIVE DOCUMENT

TCEQ State Innovations Grant Final Report

Attachment 3: Clean Texas Descriptive Material

Make A Commitment

CLEAN TEXAS member organizations are instrumental in helping improve the environment throughout Texas. The CLEAN TEXAS program and its members are nationally recognized as leaders in promoting environmental performance and leadership.

Participating facilities make environmental improvement goals and renew their commitments every three years.



MEMBERSHIP LEVELS

CLEAN TEXAS is open to all types of organizations, including industries, businesses, federal facilities, schools, universities, cities, counties, and community organizations.

There's a participation level for everyone, each with different benefits and commitments. For more specific information about each level, visit www.cleantexas.org.



REAL IMPROVEMENTS MEAN REAL BENEFITS

CLEAN TEXAS offers both support and rewards for enhanced performance. Benefits available to CLEAN TEXAS members include:

- **★ Regulatory Incentives**
- * Recognition
- **★** Technical Assistance
- **★** Discounts at TCEQ Events
- **★ Networking Opportunities**

How to Join:

- ★ Determine Your Membership Level The four membership levels provide flexibility in determining your commitments.
 - Set environmental goals
 - Support community environmental service projects
 - Implement an Environmental Management System
- * Arrange an Independent Assessment
 Silver, Gold, and Platinum levels complete an
 independent assessment of their EMS prior to
 submitting an application.
- ★ Submit an Application CLEAN TEXAS applications are available online, or you can request a hard copy.
- Prepare for a Verification Visit
 Gold, Platinum, and some Silver level participants
 must undergo an EMS verification visit. TCEQ staff
 will work with you to schedule the visit.

NEED MORE INFORMATION?

512-239-3100

www.cleantexas.org

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CLEAN TEXAS BENEFITS & LEADERSHIP LEVELS

Benefits	Bronze ★	Silver ★★	Gold ★★★	Platinum ★★★★
Reduced fees for select TCEQ training	✓.	. •	✓	✓
Technical assistance and networking			'	
Improvement in Compliance History	1.11 Et al conference de décentration en la conference de		✓	✓
Single point of contact within TCEQ for innovation activities		✓		√
Reduced state investigation frequency and additional notice on a case-by-case basis		✓	· ✓	✓
Customized recognition such as press releases, news articles, and on-site events Expedited administrative and technical review of state permits on a case-by-case basis	A Company		✓	
Exemption from source reduction and waste minimization planning requirements Reduced reporting and monitoring under discharge monitoring report provisions				
Stringency evaluation under air programs so sites are held to only one standard versus two				•
Low EPA inspection priority				✓
Reduced reporting under Maximum Achievable Control Technology (MACT)		Bellegijeske ilo Soomeelijeske ilo		

Leadership Level Requirements	Bronze ★	Silver ★★	Gold ★★★	Platinum ★★★
Environmental Performance				
Environmental Management System	Not required			
Environmental improvement(s) beyond regulatory requirements	One	Only as set in the EMS	Two	Four
Compliance assurance goal	Not required	/ 1		•
Annual performance report				n var gering de service de la company de La company de la company d
Community environmental project(s)	One	Not required	Two	Three
Compliance Requirements		d a considera managa da a a coma a tra manada managa managa da managa da managa da managa da managa da managa d	Andrew Control of the	nalatika kan katifiki kan a labatiki kan kan a santa a
Average or high compliance history rating and no substantial pattern of non-compliance				√+ fewer than three significant non- compliance violations over three years
Minimum time since a state or federal court order	One year	Two years	Three years	Three years
No criminal convictions for the last five years	At the site	At the site	At the site or corporate level	At the site or corporate level
Approval Process				
Verification visit	Not required	For certain facilities	For all applicants	For all applicants

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CLEAN TEXAS Application Process (As Used in FY 2007)

Application Review Process and Procedures

The draft Application Processing Flowchart at the end of this section illustrates the sequence of processing steps. Ideally, the entire process is designed to be completed in 90 days; however, this process may vary depending on a number of uncontrollable variables such as Platinum level memberships and EPA's Performance Track status or input from managers and regional directors.

	GENERAL APPLICATION REVIEW TIMELINE*				
Target Time Frame	Activity				
Within 2 weeks of submittal:	Clean Texas Coordinator contacts site that application was received and conducts an initial application review for completeness.				
	Notifies site if additional material is needed.				
Within next 30 days:	Once application is complete, Application Review Coordinator conduct a full application review and input information in database: - Compliance Screen - EMS Document Review (Silver, Gold, Platinum)				
	Goals appropriatenessVerification Visit Need Determined				
Within next 180 days:	Compliance Screening Coordinator requests input from TCEQ Regional Director and appropriate TCEQ Media Managers (Field Ops, Air Permits, PST, Stormwater, Enforcement, Wastewater, OPRR, Legal) Verification Visit Coordinator schedules visit with site and conducts visit within 30				
	days*.				
Within next 60 days:	Application Review Coordinator completes additional necessary application follow- up. Applicants submit revised applications if applicable.				
Within next 75 days:	Verification Visit conducted (if needed)*.				
	Verification Report prepared and submitted for agency review*.				
Within next 90 days**	SBEA Director briefs Executive Director on acceptance recommendations. Application revisions are finalized.				
	Executive Director/Chairman issues notification of decisions to applicants by letter. Application Review Coordinator notifies applicant via phone call.				

^{*} Schedule for verification visit may vary based on site request.

• Application Submission: Facilities submit an application through submitting application via email (preferably). In addition, the facility must fax a signed Section E to the Information Center in order for the entire application to be considered complete.

• Compliance Screening:

o Reasons for Compliance Screening

The compliance screening process serves many purposes for Clean Texas. The primary purpose of compliance screening is to help ensure that TCEQ program managers are fully aware of the compliance status and history of

^{**} Specific timeline for review process is subject to be revised by the Application Coordinator.

program participants in situations where the information may be relevant. Specific reasons for compliance screening include the following:

- To maintain the integrity and credibility of the Clean Texas program.
- To ensure that for programs designed to demonstrate environmental leadership and regulatory accountability, only appropriate sites participate
- To ensure consistent minimum requirements and standards for regulated entities (i.e., level playing field).
- To support the enforcement work of the Agency. (If an enforcement action is pending, recognition may complicate or undermine the procedure.)
- To avoid the perception of inconsistent treatment by TCEQ of a particular site

Review Process:

- The Application Review Coordinator and Compliance Screen Coordinator initiate compliance screens of all applicants. Compliance screens are designed to determine if the applicant meets the program's compliance criteria. Additionally, the certification statement in the environmental history section of the application is designed similar to an affidavit to ensure that all statements of environmental history are true and correct.
- The Application Review Coordinator will perform an initial compliance screen using Central Registry, OTIS, and ECHO to determine whether clear compliance issues would prohibit an applicant's acceptance into the program. See the Compliance History Review Checklist. Specific items that are:
 - Compliance History Rating
 - State Attorney General Judgments
 - State Criminal Convictions
 - US Attorney General Judgments
 - Federal Criminal Convictions
 - Pattern of Noncompliances
 - Delinquent Fees with TCEQ
- The Compliance Screen Coordinator will notify TCEQ Regional Director and Program staff about list of applicants.
- An applicant will be not be accepted into Clean Texas if 1) the compliance screens identify criminal or civil violations that bar the applicant from meeting the program compliance criteria, 2) if the applicant is found to have a pattern of noncompliance inconsistent with the standards of the program, 3) if discrepancies are found between the environmental history signature statement and the compliance screen.

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RN(s):						
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Federal & State Attorn				□ No		
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State & Federal Crimi				No		
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Any outstanding fines				Yes	1 (11	
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Compliance Assurance				Future year = 3 years past		
Community Environm	iental Service Proje	cts (Gold, Bronze)		current year		
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Compliance History Review

✔ Clean Texas Members must meet certain compliance criteria. Below is a an outline of the compliance requirements

TCEQ Compliance History Rating

Members must have a Compliance History rating of Average or High.

Texas Attorney General's Judgments

Organizations may not participate if its compliance screen indicates a Texas Attorney General's Judgment:

- One year prior for the Bronze Level
- Two years prior for the Silver Level
- Three years prior for the Gold and Platinum Levels

Federal Attorney General's Judgments

Organizations may not participate if its compliance screen indicates a Federal Attorney General's Judgment:

- One year prior for the Bronze Level
- Two years prior for the Silver Level
- Three years prior for the Gold and Platinum Levels

State & Federal Criminal Convictions

Organizations may not participate if its compliance screen indicates state or federal criminal convictions:

- Five years prior at the site for the Bronze and Silver Levels
- Five years prior at the site and corporation for the Gold and Platinum Levels

No patterns of noncompliance

Members may not have substantial patterns or problems of noncompliance

Additional Compliance Criteria for the Platinum Level

- No more than two significant violations within the past three years
- No unresolved, unaddressed significant noncompliances or significant violations
- No ongoing EPA or state-initiated litigation
- Out of compliance with schedules and terms of any order or decree
- Site's can make an initial review of their compliance history at the following web sites:
 - http://www.tceq.state.tx.us/compliance/enforcement/history/get_report.html
 Determine your site's TCEQ Regulated Entity number (RN + 9 digits) and request a compliance history report for your site.
 - http://www.epa.gov/echo/
 Review federal and state compliance inspections, violations, and any enforcement actions at your site.
 - ✓ You may also call a Clean Texas Coordinator at 512/239-3100 for assistance.

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