

EMS CY2005 Activities and Accomplishments

- All 18 Environmental Procedures reviewed, updated and converted to Microsoft Word.
- Created Environmental Procedure 19 to cover roles and responsibilities of EMS coordinators and team
- Updated EMS Manual (ver.1.03) – now more of a training document
- All but one Environmental Management Plan (Chemical Resources) placed in “inactive” file.
- Separated Operational Control Forms from inactive EMPs
- Created one ‘Legal and Other Requirements’ document and one ‘Training Requirements’ document
- Created training presentations (PowerPoint): New Employees, New EMS Team Members
- Created an EMS Training Crossword Puzzle for weekend staff (guards)
- Added Green Power credit
- America Recycles Day in Nov– Nike tennis shoes
- Developed Green Meeting memo
- Distributing Green Meeting memo to non-ESC (outside) conference room attendees
- Earth Day Event in April – EMS awareness and cell phone recycling
- One new Team member
- 27 new ESC employees trained
- Award for Mick Yanchulis for Outstanding Team Member
- Created an on-line EMS Refresher training presentation
- Set up EMS bulletin board in lunchroom
- Converted recycling amounts from bags to pounds
- Facility started using new environmental EPA Supplies website - Corporate Express