



**A10-0016 01-23-04**

*Application Form*

Pacific Northwest National Laboratory (PNNL)  
(Operated by Battelle for the U.S. Department of Energy)

\_\_\_\_\_  
Name of facility\*

Battelle Memorial Institute  
\_\_\_\_\_  
Name of parent company (if any)

902 Battelle Boulevard  
\_\_\_\_\_  
Street address

MSIN P7-79  
\_\_\_\_\_  
Street address (continued)

Richland / Washington / 99352  
\_\_\_\_\_  
City/State/Zip code

Give us information about your contact person for the National Environmental Performance Track Program.

Name Mr./Mrs./Ms./Dr. Alice K. Ikenberry

Title Manager, Environmental Management Services Department

Phone (509) 373-5638

Fax (509) 376-8821

E-mail Alice.Ikenberry@pnl.gov

Facility/Company Website http://www.pnl.gov

\* If you are applying for multiple facilities, you must call 1-888-339-PTRK(7875)

***Why do we need this information?***

EPA needs background information on your facility to evaluate your application.

***What do you need to do?***

- ◆ Provide background information on your facility.
- ◆ Identify your environmental requirements.

# Section A

*Tell us about your facility.*

**1** What do you do or make at your facility?

The Pacific Northwest National Laboratory (PNNL) delivers science-based solutions to the U.S. Department of Energy's challenges of expanding energy, ensuring national security, and advancing science, while maintaining environmental quality. These solutions for DOE and others broadly benefit the nation and the world. We develop and maintain significant national R&D capabilities to create new scientific knowledge. We rapidly translate scientific discoveries into comprehensive solutions for complex global and energy security challenges. We deliver substantial value to our customers by fully understanding their needs, creating responsive new ideas and capabilities, and delivering exceptional scientific results. We achieve this through our outstanding staff, demonstrated excellence in research management and laboratory operations, and high-value partnerships, which return benefits to the community, region, and the nation.

**2** List the North American Industrial Classification System (NAICS) codes that you use to classify business at your facility.

NAICS  
54171

**3** Does your company meet the Small Business Administration definition of a small business for your sector?

Yes       No

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4 How many employees (full-time equivalents) currently work at your facility? If you checked "Yes" in question 3 and have fewer than 50 employees at your facility, then you are considered a "small facility" by the Performance Track Program.

Fewer than 50

50-99

100-499

500-1,000

More than 1,000

5 Complete the Environmental Requirements Checklist on pages 32-38 of the instructions and enclose it with your application.

- 6 Optional: Is there anything else you would like to tell us about your facility? Do you participate in other voluntary programs at the local, tribal, State, or Federal level?

The Pacific Northwest National Laboratory (PNNL) is committed to providing a safe and healthy working environment for all staff; protecting the general public and the environment from unacceptable environmental, safety, and health risks; and operating in a manner that protects and restores the environment.

Over the past few years, PNNL has pursued and achieved the highest standards for excellence in the Environment, Safety, and Health (ES&H) field. In 1998, we became the first national laboratory to receive Department of Energy (DOE) validation of its Integrated Safety Management System (ISMS). In 2001, we were awarded "Gold Star" status in DOE's Voluntary Protection Program (VPP). Finally, in 2002, we earned registration for our Environmental Management System under the provision of the International Organization for Standards (ISO) 14001.

PNNL has also been awarded numerous pollution prevention and sustainable process awards over the past several years. The more significant awards have included the White House Closing the Circle Award ('99, '01, '02); the Presidential Green Chemistry Challenge Award ('96, '97, '99); EPA's National Waste Wise Champion Award ('98, '99, '00, '01); DOE's National Pollution Prevention Award ('95, '96, '98, '99, '00, '01, '02); DOE's Federal Energy Management Award ('99, '00, '01, '02, '03), and the R&D 100 Award ('98).

requirements.

**What do you need to do?**

*Tell us about your EMS.*

have had a third-party assessment of your EMS.

Read the EMS requirements on page 9-12 of instructions.  
Tell us if your EMS meets these requirements for:

- 1 Environmental policy \_\_\_\_\_  Yes  No
- 2 Planning \_\_\_\_\_  Yes  No
- 3 Implementing and operation \_\_\_\_\_  Yes  No
- 4 Checking and corrective action \_\_\_\_\_  Yes  No
- 5 Management review \_\_\_\_\_  Yes  No
- 6 Have you done a comprehensive review of all activities conducted at your facility that could impact the environment? (i.e., have you done an aspect analysis?)  Yes  No
- 7 Have you classified your aspects based on their potential harm to the environment, on community concerns, and/or on other objective factors? (i.e., have you determined your significant aspects?)  Yes  No
- 8 When did you last update your aspect analysis? (mo/yr) 09/03
- 9 Have you completed at least one EMS cycle (plan-do-check-act)?  Yes  No
- 10 Did this cycle include both an EMS and a compliance audit?  Yes  No
- 11 Have you completed an objective self-assessment or third-party assessment of your EMS?  Yes  No

If yes, what method of EMS assessment did you use?

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Self-assessment

Third-party assessment

GEMI

ISO 14001 Certification

CEMP

Other

Other Self assessment  
based on tenets of ISO  
14001

**Why do we need this information?**

Facilities need to show that they are committed to improving their environmental performance. This means that you can describe past achievements and will make future commitments.

**What do you need to do?**

Refer to the Environmental Performance Table in the instructions to answer questions 1 and 2.

# Section C

*Tell us about your past achievements and future commitments.*

**Part 1** You must report past achievements for at least two environmental aspects, and you must choose these aspects from the Environmental Performance Table on pages 29-31 of the instructions. Please quantify each of your aspects using the units listed for that aspect in the Environmental PTrack Information Hotline at 1-888-339-PTRK.

**Note to small facilities:** If you are a small facility, you must report past achievements for only one environmental aspect.

**First achievement**

1 What aspect have you selected from the Table on page 29-31?	Category: Energy Use Aspect: Total Energy Use (Buildings within DOE's Energy Management System Category 4)	
2 What units are you using to quantify this aspect? (See Table, page 29-31.)	mmBtu	
	PAST	CURRENT
3 List the past annual quantity of the aspect (from two years ago) and the current annual quantity of the aspect (from the most recent year for which you have data).	60,262	56,160
4 What are the years for which you are reporting these quantities?	FY 2001	FY 2003
5 Estimate your past normalizing factor (Page 18 of the Instructions will help you calculate this.)	631,312 ft <sup>2</sup> (FY01) / 625,895 ft <sup>2</sup> (FY03) = 1.008655	1.0
6 What is your normalizing factor based on (e.g., production, employment)?	Square footage of buildings	

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<p>7 You reported an improvement in the quantity of the aspect in Question 3. How did you achieve this improvement?</p>	<p>Improvement was achieved by completing significant facility modernization and infrastructure improvement projects, by developing and expanding the use of energy efficient technologies, and by promoting energy efficient strategies. Improvements were also the result of: communicating energy efficiency tips to staff and encouraging conservation; implementation of an energy reduction contest; purchasing energy efficient appliances, office equipment, lighting, utility systems, etc.; retrofitting lighting systems and installing motion sensors and separate lighting circuits to allow turning off unneeded lights; and employing a project that will install WattStopper motion sensor power plug strip technology in offices and laboratories.</p>
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**Second achievement**

1 What aspect have you selected from the Table on page 29-31?	Category: Waste Aspect: Total Solid Waste (Recycled Solid Waste)	
2 What units are you using to quantify this aspect? (See Table, page 29-31.)	lbs	
	PAST	CURRENT
3 List the past annual quantity of the aspect (from two years ago) and the current annual quantity of the aspect (from the most recent year for which you have data).	594,000	784,000
4 What are the years for which you are reporting these quantities?	FY 2001	FY 2003
5 Estimate your past normalizing factor (Page 18 of the Instructions will help you calculate this.)	\$534.4M (FY01) / \$581.8M (FY03) = 0.92	1.0
6 What is your normalizing factor based on (e.g., production, employment)?	Business volume (\$)	

<p>7 You reported an improvement in the quantity of the aspect in Question 3. How did you achieve this improvement?</p>	<p>Improvement is attributed to PNNL's increased focus on diversion of recyclables from sanitary waste dumpsters. Increased attention was brought to all of the recycling programs by providing "how-to" information for the primary recycling routes with new bin signs, weekly Recycling Tips in the electronic staff newsletter, and detailed information on PNNL's internal P2 Website. Our Environmental Stewardship Policy also made appropriate disposition a matter of company policy espoused by the Director. ISO 14001 communications and training emphasized that each staff member, whether scientist, secretary, or craftsman, identify and manage the hazards and environmental impacts of their own work, prevent pollution, abide by applicable requirements, and monitor and continually improve work processes.</p> <p>In addition to this increased awareness campaign, specific activities were targeted for recycling opportunities. For example, when large moves were conducted in the past, such as those for recarpeting, large slugs of recyclables were generated that exceeded the capacity of our collection system, with the overflow then dumped to the trash. We developed a strategy of participating in the move planning to establish centralized collection of software and office products. We also provided additional recycling bins for paper, particularly mixed paper, since office cleanouts resulted in an increased amount of softbound material for recycling. Recycling information was provided to affected staff along with other move-relevant information.</p> <p>Other examples include moving the location of the cardboard recycling containers to locations more convenient for the janitorial staff, providing sufficient capacity to eliminate the necessity to break down the cardboard prior to recycling, and removal of the container lids to improve access. Responding to a request by warehouse staff, we provided the mechanisms needed to segregate urban wood waste. Additional evidence of improvement in recycling is seen by increased participation in our Office Product Exchange (OPE) program. Staff, government agencies, non-profit agencies, and schools can receive at no charge good excess office products and supplies. Open house is held on a regular schedule to allow staff and eligible community organizations to shop the OPE. In FY03, the OPE redistributed more than 25,000 pounds of materials with a replacement cost of \$18,000.</p>
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**Part 2** You must make future commitments for at least four environmental aspects, and you must choose these aspects from the Environmental Performance Table on pages 29-31 of the Instructions. The aspects you select for your future commitments should be related to the objectives and targets in your EMS. Where possible, they also should be identified as having a significant environmental impact in your EMS. No more than two of your aspects can be from the same environmental category. If you're not sure how your objectives and targets fit into our aspects or whether your aspects are significant, call the PTrack Information Hotline at 1-888-339-PTRK.

Once you have chosen your four environmental aspects, then fill in all the necessary information for these aspects in the tables on pages 7-10 of this form. Please quantify each of your aspects using the units listed for that aspect in the Environmental Performance Table. Each table that you must fill in corresponds to one of the environmental aspects you have chosen.

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We will assume that your performance commitments are based on a constant production or employment level. If you would like to base your commitment on changing production or employment, please fill out optional questions 6a and 6b.

**Note to small facilities:** If you are a small facility, you must report future commitments for only two environmental aspects.

### First commitment

<b>1</b> What aspect have you selected from the Table on pages 29-31?	Category: Energy Use Aspect: Total Energy Use  (Buildings within DOE's Energy Management System Category 4)	
<b>2</b> What units are you using to quantify this aspect?	mmBtu	
<b>3a</b> Is this aspect considered significant in your EMS?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>3b</b> If no, please explain why you believe this aspect should be included as a performance commitment.	N/A	
	CURRENT	FUTURE
<b>4</b> List the current annual quantity of the aspect and the annual quantity you are committing to achieve by the end of the third year of your participation in Performance Track.	56,160	55,037
<b>5</b> What are the years for which you are reporting these quantities?	FY 2003	FY 2006
<b>6a</b> (Optional) What is your future normalizing factor. (Page 21 of the Instructions will help you calculate this.)	1.0	FY06 sq ft (TBD) / FY03 sq ft (625,895)
<b>6b</b> (Optional) What is your normalizing factor based on (e.g., production, employment)?	Square footage of buildings.	
<b>7</b> You committed to an improvement in the quantity of this aspect in Question 4. How do you plan to achieve this improvement?	Progress toward meeting reduction goals for energy use will be driven through a proactive energy management program and investment in facility infrastructure. Strategies are detailed in the Laboratory's Facility Energy Management Plan which emphasizes conservation, modernization of infrastructure, diversification of energy supplies, and continual upgrade of systems and communication of best practices. Examples of how energy efficiency will be achieved include: promoting energy efficiency strategies to staff through newsletters, websites, and training; retrofitting lighting systems and installing motion sensors and separate lighting circuits to allow turning off unneeded lights; purchasing energy efficient appliances, office equipment, lighting, utility systems, etc.; and institutionalizing the weigh-in of energy efficiency and conservation into purchasing practices.	

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<p><b>8a</b> Are you subject to Federal, State, tribal, or local regulatory requirements for this aspect?</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p><b>8b</b> If yes, please list those requirements, including the quantitative limits and compliance deadlines that apply to you. Explain how your commitment exceeds requirements.</p>	<p>N/A</p>

### Second commitment

<b>1</b> What aspect have you selected from the Table on pages 29-31?	Category: Waste Aspect: Total Solid Waste (Recycled Solid Waste)	
<b>2</b> What units are you using to quantify this aspect?	lbs	
<b>3a</b> Is this aspect considered significant in your EMS?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>3b</b> If no, please explain why you believe this aspect should be included as a performance commitment.	N/A	
	CURRENT	FUTURE
<b>4</b> List the current annual quantity of the aspect and the annual quantity you are committing to achieve by the end of the third year of your participation in Performance Track.	784, 000	900,000
<b>5</b> What are the years for which you are reporting these quantities?	FY 2003	FY 2006
<b>6a</b> (Optional) What is your future normalizing factor. (Page 21 of the Instructions will help you calculate this.)	1.0	N/A
<b>6b</b> (Optional) What is your normalizing factor based on (e.g., production, employment)?	N/A	
<b>7</b> You committed to an improvement in the quantity of this aspect in Question 4. How do you plan to achieve this improvement?	The Pacific Northwest National Laboratory has completed its initial annual solid waste generation survey, which provides volume and characterization information about the solid waste that is disposed to the landfill. Using the data collected over time, we will be able to more accurately quantify and predict solid waste generation trends. We will improve recycling rates for existing streams through communication and logistical support. We will establish new recycling streams where identified, and capture data for reporting existing streams that are not fully measured at present. PNNL recycles more than 30 streams. The most significant measured solid waste recycling streams are office paper, corrugated cardboard, mixed paper, scrap metal, urban wood, office products, software, toner cartridges, non-hazardous chemicals, crushed fluorescent tubes, glass, aluminum, plastics, ballasts, tin & steel.	
<b>8a</b> Are you subject to Federal, State, tribal, or local regulatory requirements for this	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

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aspect?	
<b>8b</b> If yes, please list those requirements, including the quantitative limits and compliance deadlines that apply to you. Explain how your commitment exceeds requirements.	N/A

**Third commitment**

<b>1</b> What aspect have you selected from the Table on pages 29-31?	Category: Waste Aspect: Hazardous Solid Waste  (Routine Hazardous, "Pollution Prevention and Energy Efficiency Leadership Goals for Pacific Northwest National Laboratory")	
<b>2</b> What units are you using to quantify this aspect?	Lbs	
<b>3a</b> Is this aspect considered significant in your EMS?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>3b</b> If no, please explain why you believe this aspect should be included as a performance commitment.	N/A	
	CURRENT	FUTURE
<b>4</b> List the current annual quantity of the aspect and the annual quantity you are committing to achieve by the end of the third year of your participation in Performance Track.	18,850	11,244
<b>5</b> What are the years for which you are reporting these quantities?	FY 2003	FY 2006
<b>6a</b> (Optional) What is your future normalizing factor. (Page 21 of the Instructions will help you calculate this.)	1.0	N/A
<b>6b</b> (Optional) What is your normalizing factor based on (e.g., production, employment)?	N/A	
<b>7</b> You committed to an improvement in the quantity of this aspect in Question 4. How do you plan to achieve this improvement?	The Pacific Northwest National Laboratory is aiming at reducing its hazardous waste further over the next 3 years. This goal is tied to our Pollution Prevention goals that were made in accordance with the Department of Energy Secretary's November 12, 1999 memorandum entitled "Pollution and Energy Efficiency Leadership Goals for Fiscal Year 2000 and Beyond." To accomplish this we will continue to grow our chemical redistribution program (ChemAgain), perform pollution prevention opportunity assessments (P2OA) on Laboratory operations, and look for solvent substitution opportunities.	
<b>8a</b> Are you subject to Federal, State, tribal, or local regulatory requirements for this aspect?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

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<p><b>8b</b> If yes, please list those requirements, including the quantitative limits and compliance deadlines that apply to you. Explain how your commitment exceeds requirements.</p>	<p>Performance goal chosen is not a regulated feature of the environmental aspect.</p>
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### Fourth commitment

<b>1</b> What aspect have you selected from the Table on pages 29-31?	Category: Water Use Aspect: Total Water Use (Potable water use per annum)	
<b>2</b> What units are you using to quantify this aspect?	Gallons	
<b>3a</b> Is this aspect considered significant in your EMS?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>3b</b> If no, please explain why you believe this aspect should be included as a performance commitment.	N/A	
	CURRENT	FUTURE
<b>4</b> List the current annual quantity of the aspect and the annual quantity you are committing to achieve by the end of the third year of your participation in Performance Track.	111.4 M	106.4 M
<b>5</b> What are the years for which you are reporting these quantities?	FY 2003	FY 2006
<b>6a</b> (Optional) What is your future normalizing factor. (Page 21 of the Instructions will help you calculate this.)	1.0	FY06 Busines Volume (TBD) / FY03 Business Volume (\$581.8M)
<b>6b</b> (Optional) What is your normalizing factor based on (e.g., production, employment)?	Business volume (\$)	
<b>7</b> You committed to an improvement in the quantity of this aspect in Question 4. How do you plan to achieve this improvement?	Improvement will be achieved by development of a Water Resources Management Plan, as outlined in Executive Order 13123, and implementation of such plan into the comprehensive planning process at the Laboratory.	
<b>8a</b> Are you subject to Federal, State, tribal, or local regulatory requirements for this aspect?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>8b</b> If yes, please list those requirements, including the quantitative limits and compliance deadlines that apply to you. Explain how your commitment exceeds requirements.	N/A	

***Why do we need this information?***

Facilities need to demonstrate their commitment to public outreach and performance reporting. You should have appropriate mechanisms in place to

the public, and to provide information on your environmental performance.

***What do you need to do?***

- ◆ Describe your approach to public outreach.
- ◆ List three references who are familiar with your facility.

***Tell us about your public outreach and reporting.***

***1*** How do you identify and respond to community concerns?

We have several people in our Communications group that respond to inquiries from the community, including those in our Media & External Communications group and those in our Staff & Marketing Communications group.

If there is an environmental issue identified by managers in ESH&Q that has the potential for public concern, they contact both Media & External Communications, and Staff & Marketing Communications. Media & External Communications drafts information suitable for external media use, and Staff & Marketing Communications drafts information suitable for internal use. It should be noted that PNNL is committed to informing staff first of any potential environmental issue, as we consider our own employees one of our most important audiences. Not only do our staff work and live in the community, they also are considered ambassadors for PNNL. To be effective representatives of the Lab, they need to be kept fully informed in a timely manner.

***2*** How do you inform community members of important matters that affect them?

We work with the local media to provide them with Lab news of significant interest and impact, as well as through personal contacts and phone calls to community leaders. Some projects that have potential for significant environmental impact or concern are taken through a public involvement process as outlined by federal regulations. In some cases, when projects have the potential to be politically sensitive, we proactively seek out community leaders to ensure our information is presented correctly and that we have the opportunity to respond quickly to their questions and concerns.

It should also be noted that PNNL has a strong community relations program aimed at promoting goodwill. Because many of our staff are actively involved in a variety of community programs, ranging from economic development efforts to humanitarian causes, PNNL enjoys an outstanding reputation with the community. The goodwill we generate is important because it not only builds our reputation as good

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corporate citizens, it helps mitigate potential negative community reaction should the Lab become involved in a serious environmental issue.

3 How will you make the Performance Track Annual Performance Report available to the public?

Website [www.pnl.gov](http://www.pnl.gov)

Newspaper

Open Houses

Other

4 Are there any ongoing citizen suits against your facility?  Yes  No

If yes, describe briefly in the right-hand column.

5 List references below

	<i>Organization</i>	<i>Name</i>	<i>Phone number</i>
<i>Representative of a Community/ Citizen Group</i>	Tri-City Herald	Cheryl Dell, Publisher	(509) 582-1500
	Tri-City Industrial Development Council (TRIDEC)	Sandy Matheson, Board President	(509) 735-1000
	Tri-Cities Visitor and Convention Bureau	Kris Watkins, President	(509) 735-8487
<i>State/tribal/local regulator</i>	Department of Ecology, Nuclear Waste Program	Michelle Anderson-Moore	(509) 736-5714
	Department of Ecology, Nuclear Waste Program	Kathleen Conaway	(509) 736-3045
	Department of Ecology, Central Regional Office	Katherin McArthur	(509) 454-4329
	Department of Health, Air Emissions and Defense Waste Section	Allen Conklin	(360) 236-3261
<i>Other community/local reference (e.g., emergency management official or business associate)</i>	Washington State University, Tri-Cities	Larry James, Dean	(509) 735-6125

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*Section E*  
*Application and Participation Statement.*

On behalf of Pacific Northwest National Laboratory  
[my facility],

I certify that

I have read and agree to the terms and conditions for Application and Participation in the National Environmental Performance Track, as specified in the *National Environmental Performance Track Program Guide* and in the *Application Instructions*;

- I have personally examined and am familiar with the information contained in this Application, including the Environmental Requirements Checklist. The information contained in this Application is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete, and I have no reason to believe the facility would not meet all program requirements;
- My facility has an environmental management system (EMS), as defined in the Performance Track EMS requirements, including systems to maintain compliance with all applicable Federal, State, tribal, and local environmental requirements in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;
- My facility has conducted an objective assessment of its compliance with all Federal, State, tribal, and local environmental requirements, and the facility has corrected all identified instances of potential or actual noncompliance;
- Based on the foregoing compliance assessment and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable Federal, State, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Performance Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior facility manager and fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is applying to this program.

Signature/Date	_____
Printed Name/Title	<i>Mr./Mrs./Ms./Dr.</i> _____
	Donald M. Boyd / Deputy Director of Operations, PNNL
Phone Number/E-mail	_____
	(509) 375-2149 / Don.Boyd@pnl.gov
Facility Name	_____
	Pacific Northwest National Laboratory

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Facility Street Address      902 Battelle Boulevard

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City/State/Zip Code      Richland / Washington / 99352

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## Paperwork Reduction Act Notice

The public reporting and recordkeeping burden for this collection of information is estimated to average 40 hours per response. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for

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minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

# Environmental Requirements Checklist

Use the Environmental Requirements Checklist to answer Question 5 in *Section A, Tell us about your facility*. This Checklist will help you identify the *major* Federal, State, tribal, and local environmental requirements that apply at your facility, but it is not an exhaustive list of all environmental requirements that may be applicable at your facility.

Fill in your facility information below and enclose the completed Checklist with your application.

## Air Pollution Regulations

Check all that apply

- 1. National Emission Standards for Hazardous Air Pollutants (40 CFR 61)
- 2. Permits and Registration of Air Pollution Sources
- 3. General Emission Standards, Prohibitions, and Restrictions
- 4. Control of Incinerators
- 5. Process Industry Emission Standards
- 6. Control of Fuel Burning Equipment
- 7. Control of VOCs
- 8. Sampling, Testing, and Reporting
- 9. Visible Emissions Standards
- 10. Control of Fugitive Dust
- 11. Toxic Air Pollutants Control
- 12. Vehicle Emissions Inspections and Testing

Other (you must list these if applicable)

- 13. Federal, State, tribal, or local regulations not listed above.

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40 CFR 63 National Emission Standards for Hazardous Air Pollutants  
40 CFR 68 Chemical Accident Prevention  
40 CFR 70 Air Operating Permit  
40 CFR 82 Protection of Stratospheric Ozone  
WAC 173-400 General Air Pollution Regulation  
WAC 173-401 Air Operating Permit  
WAC 173-460 New Air Toxics Air Pollution Sources  
WAC 173-480 Ambient Air Quality Standards and Emission Limits for Radionuclides  
WAC 246-247 Radioactive Air Emissions  
Benton Clean Air Authority, Regulation 1  
DOE Order 5480.23 Nuclear Safety Analysis Reports  
DOE Order 5480.4 Environmental Protection, Safety, and Health Protection Standards  
DOE Order 57006.C Quality Assurance  
DOE-STD-1073-93

14. ID Numbers (specify whether State or Federal).

## Hazardous Waste Management Regulations

Check all that apply.

- 1. Identification and listing of hazardous waste (40 CFR 261)
  - Characteristic waste
  - Listed waste
- 2. Standards Applicable to Generators of Hazardous Waste (40 CFR 262)
  - Manifesting
  - Pre-transport requirements
  - Record keeping/reporting
- 3. Standards Applicable to Transporters of Hazardous Waste (40 CFR 263)
  - Transfer facility requirements
  - Manifest system and record-keeping
  - Hazardous waste discharges
- 4. Standards for Owners and Operators of TSD Facilities (40 CFR 264)
  - General facility standards
  - Preparedness and prevention
  - Contingency plan and emergency procedures
  - Manifest system, record-keeping, and reporting
  - Groundwater protection
  - Financial requirements
  - Use and management of containers
  - Tanks
  - Waste piles
  - Land treatment
  - Incinerators
- 5. Interim Standards for TSD Owners and Operators (40 CFR 265)
- 6. Interim Standards for Owners and Operators of New Hazardous Waste Land Disposal Facilities (40 CFR 267)
- 7. Administered Permit Program (Part B) (40 CFR 270)

Other (you must list these if applicable)

- 8. Federal, State, tribal, or local regulations not listed above  
Washington Dangerous Waste Regulations (WAC 173-303)  
Pollution Prevention Plans (WAC 173-307)  
Land Disposal Restrictions (40 CFR 268)
- 9. ID Numbers (specify whether State or Federal).  
WA7890008967 (Hanford Site, Federal/State); WAD004492575 (North Richland campus,  
Federal/State); WAD988474599 (Sigma V, Federal/State); WAD 988474607 (2400 Stevens,  
Federal/State); WAH000004507 (APEL, Federal/State); WAD093687622 (Marine Sciences  
Laboratory, Federal/State)

## Hazardous Materials Management

Check all that apply.

- 1. Control of Pollution by Oil and other Hazardous Substances (33 CFR 153)
- 2. Designation of Reportable Quantities and Notification of Hazardous Materials Spill (40 CFR 302)
- 3. Hazardous Materials Transportation Regulations (49 CFR 172-173)
- 4. Worker Right-to-Know Regulations (29 CFR 1910.1200)
- 5. Community Right-to-Know Regulations (40 CFR 350-372)
- 6. Underground Storage Tank Regulations (40 CFR 280-282)

Other (you must list these if applicable)

- 7. Federal, State, tribal, or local regulations not listed above. Model Toxics Control Act (WAC 173-340); Underground Storage Tank Regulations (WAC 173-360) Employer Chemical Hazard Communication (WAC 296-800-170)
- 8. ID Numbers (specify whether State or Federal).

## Solid Waste Management

Check all that apply.

- 1. Criteria for Classification of Solid Waste Disposal Facilities and Practices (40 CFR 257)
- 2. Permit Requirements for Solid Waste Disposal Facilities
- 3. Installation of Systems of Refuse Disposal
- 4. Solid Waste Storage and Removal Requirements
- 5. Disposal Requirements for Special Wastes

Other (you must list these if applicable)

- 6. Federal, State, tribal, or local regulations not listed above.
- 7. ID Numbers (specify whether State or Federal).

## Water Pollution Control Requirements

Check all that apply.

- 1. Oil Spill Prevention Control and Countermeasures (SPCC) (40 CFR 112)
- 2. Designation of Hazardous Substances (40 CFR 116)
- 3. Determination of Reportable Quantities for Hazardous Substances (40 CFR 117)
- 4. NPDES Permit Requirements (40 CFR 122)
- 5. Toxic Pollutant Effluent Standards (40 CFR 129)
- 6. General Pretreatment Regulations for Existing and New Sources (40 CFR 403)  
Name of POTW City of Richland Wastewater Treatment Plant  
ID # of POTW Permit # WA-002041-9
- 7. Organic Chemicals Manufacturing Point Source Effluent Guidelines and Standards (40 CFR 414)
- 8. Inorganic Chemicals Manufacturing Point Source Effluent Guidelines and Standards (40 CFR 415)
- 9. Plastics and Synthetics Point Source Effluent Guidelines and Standards (40 CFR 416)
- 10. Water Quality Standards
- 11. Effluent Limitations for Direct Dischargers
- 12. Permit Monitoring/Reporting Requirements
- 13. Classifications and Certifications of Operators and Superintendents of Industrial Wastewater Plants
- 14. Collection, Handling, and Processing of Sewage Sludge
- 15. Oil Discharge Containment, Control and Cleanup
- 16. Standards Applicable to Indirect Discharges (Pretreatment)

Other (you must list these if applicable)

- 17. Federal, State, tribal, or local regulations not listed above.  
40 CFR 122 National Pollutant Discharge Elimination System (NPDES)  
40 CFR 262-265  
40 CFR 403 General Pretreatment Regulations  
WAC 173-200 Groundwater Quality Standards  
WAC 173-201A Water Quality Standards for Surface Water  
WAC 173-216 State Waste Discharge Permit Program  
WAC 173-218 Underground Injection Control Program  
WAC 173-220 NPDES Permit Program  
WAC 246-221 Radiation Protection Standards  
WAC 246-272 On-Site Sewage System  
Revised Code of Washington 90.48 Water Pollution Control  
City of Richland Pretreatment Ordinance Chapter 17.30  
DOE Order 5400.1 General Environmental Protection Program  
DOE Order 5400.5 Radiation Protection of the Public and the Environment
- 18. ID Numbers (specify whether State or Federal).

## Drinking Water Regulations

Check all that apply.

- 1. Underground Injection and Control Regulations, Criteria and Standards (40 CFR 144, 146)
- 2. National Primary Drinking Water Standards (40 CFR 141)
- 3. Community Water Systems, Monitoring and Reporting Requirements (40 CFR 141)
- 4. Permit Requirements for Appropriation/Use of Water from Surface or Subsurface Sources
- 5. Underground Injection Control Requirements
- 6. Monitoring, Reporting and Record keeping Requirements for Community Water Systems

Other (you must list these if applicable)

- 7. Federal, State, tribal, or local regulations not listed above.
- 8. ID Numbers (specify whether State or Federal).

## Toxic Substances

Check all that apply.

- 1. Manufacture and Import of Chemicals, Record-keeping and Reporting Requirements (40 CFR 704)
- 2. Import and Export of Chemicals (40 CFR 707)
- 3. Chemical Substances Inventory Reporting Requirements (40 CFR 710)
- 4. Chemical Information Rules (40 CFR 712)
- 5. Health and Safety Data Reporting (40 CFR 716)
- 6. Pre-Manufacture Notifications (40 CFR 720)
- 7. PCB Distribution Use, Storage and Disposal (40 CFR 761)
- 8. Regulations on Use of Fully Halogenated Chlorofluoroalkanes (40 CFR 762)
- 9. Storage and Disposal of Waste Material Containing TCDD (40 CFR 775)

Other (you must list these if applicable)

- 10. Federal, State, tribal, or local regulations not listed above.
- 11. ID Numbers (specify whether State or Federal).  
WA7890008967 (Hanford Site PCB Waste Activity, Federal); WAD004492575 (North Richland PCB Waste Activity, Federal)

## Pesticide Regulations

Check all that apply.

- 1. FIFRA Pesticide Use Classification (40 CFR 162)
- 2. Procedures Storage and Disposal of Pesticides and Containers (40 CFR 165)
- 3. Certification of Pesticide Applications (40 CFR 171)
- 4. Pesticide Licensing Requirements
- 5. Labeling of Pesticides
- 6. Pesticide Sales, Permits, Records, Application and Disposal Requirements
- 7. Disposal of Pesticide Containers
- 8. Restricted Use and Prohibited Pesticides

Other (you must list these if applicable)

- 9. Federal, State, tribal, or local regulations not listed above. General Pesticide Rules (WAC 16-228)
- 10. ID Numbers (specify whether State or Federal).

## Environmental Clean-Up, Restoration, Corrective Action

- 1. Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA or Superfund). Please identify and include date of Record of Decision. Hanford Federal Facility Agreement and Consent Order dated May 15, 1989, as amended; 300-FF-2 Interim Record of Decision, April 4, 2001. Some actions under this ROD relate to contamination located in or around PNNL-operated facilities on the Hanford Site.
- 2. RCRA Corrective Action. Please provide date of RCRA/HSWA permits that require corrective action. Hanford Facility RCRA Permit (WA7890009768 issued 9/28/94) contains corrective action requirements for certain Hanford Facility units. No PNNL facilities are subject to these provisions at this time.
- 3. Other Federal, State, tribal, or local environmental clean-up, restoration, corrective action regulations not listed above. Please include date of requirement.

**Facility Name** Pacific Northwest National Laboratory

**Facility Location:** Richland, WA

The National Environmental Performance Track is a U.S. Environmental Protection Agency program. Please direct inquiries to 1-888-339-PTRK (7875) or e-mail [ptrack@indecon.com](mailto:ptrack@indecon.com).

To submit your application:

- 1) E-mail the completed application to [ptrack@indecon.com](mailto:ptrack@indecon.com),  
**and**
- 2) Fax the completed and signed Section E (**not** the entire application) to  
(617) 354-0463.

If you cannot e-mail the application, mail a hard copy of the entire completed application to:

The Performance Track Information Center  
c/o Industrial Economics Incorporated  
2067 Massachusetts Avenue  
Cambridge, MA 02140



**Department of Energy**  
Richland Operations Office  
P.O. Box 550  
Richland, Washington 99352

04-LOD-0036

**JAN 15 2004**

National Environmental Performance Track  
U.S. Environmental Protection Agency  
(MC 1808T)  
1200 Pennsylvania Ave., NW  
Washington DC 20460

To Whom It May Concern:

**SUPPORT FOR THE U.S. ENVIRONMENTAL PROTECTION AGENCY PERFORMANCE TRACK MEMBERSHIP FOR THE PACIFIC NORTHWEST NATIONAL LABORATORY (PNNL)**

The U.S. Department of Energy Office of Science's Pacific Northwest Site Office (PNSO) has responsibility for the management and operations contract with Battelle Memorial Institute for PNNL. By means of this letter, PNSO is expressing its support of the Performance Track application submitted by PNNL in October 2003.

Through the Federal procurement mechanism, including the Federal Acquisition Regulations and the PNNL operating contract, PNSO has established performance-based goals and objectives for PNNL operation. The contract requires PNNL to identify, evaluate, and institute practices that will improve environmental performance. The robust environmental management system and environmental commitments outlined in PNNL's Performance Track application are evidence of these efforts. Membership in Performance Track supports continued efforts in this area, along with maintaining a positive, supportive relationship founded on openness and trust with the community and region in which PNNL is located.

If you have questions or need further information concerning PNSO's support of PNNL's Performance Track application, please contact Roger Christensen, Director, Operations Division, at (509) 372-4900.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'P' followed by a horizontal line extending to the right.

Paul W. Kruger, Manager  
Pacific Northwest Site Office

OD:TLA

cc: R. D. Enge, PNNL  
B. Glasser, EPA Region 10