MEMORANDUM

ML STRATEGIES

TO: Milly Archer, UVM
Jim Fox, UMASS
Zehra Schneider-Graham, UMASS
Suzanne Howard, BC

FROM: Thomas Balf (TB)

DATE: January 8, 1998

RE: Community Stakeholder Plans and Progress

This document is designed to provide both guidance and feedback to ML Strategies concerning your efforts to reach out to community (internal and external) stakeholders. Please complete the questionnaire and return it to me at your earliest convenience. I recognize that, in some circumstances, you have been awaiting the second draft of the performance-based standard before having substantive discussions with certain stakeholders.

I. Have you discussed the Project XL Project with the following groups or individuals? If yes, please give the specific title of the committee or individual, and/or affiliation, as applicable.

1. Institutional Safety Committee, or equivalent? Yes - University EH&S Committee
2. Institutional Environmental Committee (if one exists)? Same as above
3. Top Management (e.g., Dean) Executive Vice President, VP Finance, Director Building & Grounds, Dean of Arts & Sciences
4. Principal Investigators/Researchers Yes - All Chemistry faculty
5. Environmental Staff? Yes - ~~Chemist~~ Laboratory Safety officer, Fire Safety, EH&S Officer
6. Student Representatives? Yes - Rebecca Tobin
7. Fire Code Inspector Representative? Yes - Newton + Boston Fire Depts
8. Local Emergency Response Personnel (e.g., LEPC)? Same as above
9. Hazardous waste vendor (e.g., hauler, TSDF rep)? Yes - Advanced Env. Tech Services
10. Institutional Risk Management personnel? Yes - via minutes of Univ Meeting
11. Media? Yes - BC's Public Relations Dept
12. Municipal Government representatives (e.g., town Solid Waste committee member) Fire Depts, Water Resource
13. Community environmental group (e.g., local environmental non-profit)? Yes - Student Groups

Additional Groups/Individual or Comments: _____

How have you solicited additional stakeholders who may be interested in participating in this project?

1. Press Release or announcement in campus publication(s)? No
2. Press Release or announcement in commercial media (e.g., local newspaper, radio)? NO
3. Web Page? Yes
4. Targeted Mailings of brochure/proposal? Yes - to groups/individuals on previous pg.
5. Posters? No
6. Presentation or Forum open to the public? No
7. Presentation or Forum by invitation only? Yes on 1/13/98
8. Speaking to institutional or community standing committees (e.g., safety, solid waste committee)? Yes - University Env. Health + Safety Committee

Additional Comments:

[signature] 1/29/98

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