



DEPARTMENT OF THE NAVY  
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5090  
Ser EP/ 001010  
03 JUN 2005

From: Commanding Officer, Navy Environmental Health Center

Subj: BUREAU OF MEDICINE AND SURGERY (BUMED) ENVIRONMENTAL  
MANAGEMENT SYSTEM (EMS)

Ref: (a) CNO ltr 5090 Ser N451G/1U595831 of 6 Dec 01  
(b) BUMED ltr 5090 Ser M11/001 of 8 Oct 02  
(c) NEHC ltr 5090 Ser EP/00137 of 31 Jan 01

Encl: (1) CNO ltr 5090 Ser N451/5U9011245 of 8 Mar 05  
(2) BUMED Environmental Management System (EMS) Requirements

1. Enclosure (1) is forwarded as information and for action. It is the latest implementation policy from CNO N45 regarding Environmental Management System (EMS) implementation at Navy installations. Highlights of the new policy include:

- a. Facilities shall meet the DoD EMS six implementation metrics criteria by December 2005. These metrics replace the requirements for the EMS description document described in reference (a).
- b. Requirements for verification memo signed by Commanding Officer in order to report the six DoD metrics have been accomplished.
- c. Each activity must have a fully conforming EMS demonstrated by using the Navy EMS Self Declaration protocol by the end of FY09 within CONUS installations/regions.

2. To assist healthcare facilities in establishing their EMS, enclosure (2) is forwarded. Enclosure (2) supercedes references (b) and (c) and provides updated guidance and instruction for the implementation, operation, and maintenance of BUMED's EMS.

3. Each BUMED facility will organize their EMS utilizing EnviroManager® software. The software is available at [www.navybumedems.org](http://www.navybumedems.org). For information on obtaining a password and user information, please contact the point of contact given at the end of this letter. Previous attempts have been made by activities to develop their own software and data which has resulted in duplicate efforts and costs. Benefits of using EnviroManager® include:

- a. Manages all 17 elements of the ISO EMS standard.
- b. Access to EMS documents, data and maps are available over the web.
- c. Examples of EMS documents and checklists that can be customized to an activities needs.
- d. Existing documentation can be imported into the database for use.
- e. Training plans and links that meet the requirements of the ISO standard.

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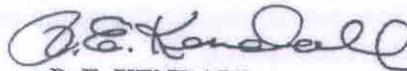
f. Simplifies regulatory compliance tracking and automates permit management and inspections.

g. Provides a BUMED-wide dashboard for environmental issues and metrics.

4. BUMED facilities that are tenants at larger installations will develop and maintain their own EMS in accordance with guidelines in enclosures (1) and (2). Although the host facility EMS program may include the BUMED activity in their EMS, the BUMED activity must still use EnviroManager® software to meet BUMED EMS program objectives and targets.

5. Hospitals and clinics outside of the United States and its territories shall implement an EMS per the requirements of enclosures (1) and (2).

6. The point of contact for BUMED's EMS Implementation Policy is Ms. Polly Kendall, (757) 953-0934 or DSN 377-0934. For access to EnviroManager, the point of contact is LTJG Fred Kelly, (757) 953-0949 or DSN 377-0949.



P. E. KENDALL

By direction

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