



U.S. Department of Energy
Office of Science (SC)
Stanford Site Office (SSO)
Stanford Linear Accelerator Center (SLAC)
2575 Sand Hill Road, MS-8A
Menlo Park, CA 94025



January 13, 2006

Dr. Jonathan M. Dorfan
Director
Stanford Linear Accelerator Center
2575 Sand Hill Road
Menlo Park, CA 94025

Subject: Environmental Management System Assessment and Self-Declaration, Stanford Linear Accelerator Center, December 19, 2005

Dear Dr. Dorfan:

As you know, a U.S. Department of Energy (DOE) assessment team led by Richard Martin of the DOE Integrated Support Center, Oak Ridge Office, with support from the Stanford Site Office (SSO) conducted an Environmental Management System (EMS) assessment at the Stanford Linear Accelerator Center (SLAC) from November 29, 2005 through December 1, 2005. The purpose of the assessment was to evaluate SLAC's follow-up on recommendations for improvements identified in the final report, *Environmental Management System Review, U.S. Environmental Protection Agency, Stanford Linear Accelerator Center, Menlo Park, California*, issued by the Region IX office of the U.S. Environmental Protection Agency (EPA) in April 2004. The EPA review at SLAC followed the ISO 14001 framework for assessing implementation of the critical elements of EMS. The DOE assessment also addressed SLAC's implementation of requirements in DOE Order 450.1, *Environmental Protection Program*, and a directive that is incorporated in the current DOE/Stanford University contract.

The SSO Manager, based on the recommendation of the DOE assessment team, provided a memo to the DOE Office of Science documenting that SLAC has the elements of an EMS in place as required by Executive Order (E.O.) 13148, and is in conformance with the requirements of DOE O 450.1. A copy of the self-declaration memo from the SSO to the Director of the Office of Science, dated December 21, 2005, is enclosed for your records.

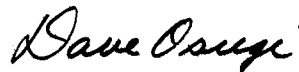
As a follow-up to the recent DOE assessment, the SSO is requesting a status report on five areas that SLAC is tracking in the Corrective Action Tracking System (CATS) database. These include: 1) clarification of the existing SLAC ISEMS document to better describe the process for senior management analysis of SLAC's performance against environmental goals, objectives and targets and how improvements to the system are identified, approved, implemented and communicated down to all levels in the SLAC organization; 2) updates to the University Technical Representative training manual to incorporate EMS; 3) implementation of a graded approach to formalizing EMS awareness training into the existing ES&H training program; 4) utilization of the CATS database to

include tracking of other actions that are not derived from internal and external formal audits, reviews and assessments and 5) incorporation of pollution prevention clauses in terms and conditions of SLAC construction and services contracts. The team also noted that implementation of the Chemical Management Services and CATS database projects are positive examples of tools necessary to ensure continuous improvement of the ISMS/EMS at SLAC.

The SSO wishes to acknowledge the significant efforts of the SLAC EMS Working Group and others on supporting EMS implementation efforts at SLAC leading to completion of a significant milestone under E.O. 13148. The first status report should be submitted to the SSO no later than February 10, 2006.

Should you have any questions regarding this letter, please contact me at (650) 926-3305.

Sincerely,



Dave Osugi
Acting Manager
Stanford Site Office

Enclosure

cc: Sayed Rokni, SLAC (w/enclosure)
Mike Grissom, SLAC (w/enclosure)
Helen Nuckolls, SLAC (w/o enclosure)
John Corneulle, SLAC (w/o enclosure)



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DATE: December 21, 2005

REPLY TO *Nancy N. Sanchez*
ATTN OF: Nancy N. Sanchez, Manager, Stanford Site Office

TO: Dr. Raymond L. Orbach, Director, Office of Science, SC-1, HQ/FORS

SUBJECT: Environmental Management System (EMS) Self-Declaration, Stanford Linear Accelerator Center (SLAC)

Pursuant to DOE O 450.1 (§5.d.(1)), I am submitting this memorandum to report to you that I have determined that the Stanford Linear Accelerator Center (SLAC) site fully conforms to the Environmental Management System (EMS) requirements of DOE O 450.1.

This self-declaration is based on a second-party assessment of the EMS. The assessment was conducted using the self-declaration procedure described in Attachment 2 of DOE G 450.1-1 and was conducted as a component of my implementation of DOE Order 226.1, *Implementation of Department of Energy Oversight Policy*.

The requirements of DOE O 450.1, as reflected in the Contractor Requirements Document, were incorporated in the site contract on March 29, 2004.

The site contractor has updated its approved ISMS description, as necessary, to include the EMS requirements of DOE O 450.1. I have confirmed this as part of the self-declaration procedure described above.

I have ensured, through the annual ISM review process pursuant to DEAR 970.5223-1(e), that the contractor's ES&H performance objectives, performance measures, and commitments are incorporated into an ISMS/EMS and include appropriate environmental elements based on the environmental risks, impacts of activities at the site, and established Departmental pollution prevention/energy efficiency goals.

Documentation supporting these determinations is available for review by the Office of Science Program Office and the Office of Environment, Safety and Health.

If you have any questions regarding this memo, please feel free to contact me at (650) 926-3208 or Dave Osugi of my staff at (650) 926-3305.

cc: John S. Shaw, Assistant Secretary for Environment, Safety and Health, EH-1, HQ/FORS
Don Erbschloe, Chief Operating Officer, SC-3
Leah Dever, SC-31
Van Nguyen, SC-31
Sat Goel, SC-31
Arnie Edelman, SC-31
Robin Staffin, SC-25
Pat Dehmer, SC-22

bcc: Nancy Sanchez, SSO
Dave Osugi, SSO
Don Wilhelm, SSO
Jeff Logan, SLAC
Tyndal Lindler, SSO

SSO file: EMS