



Environmental Management System (EMS) Program Application Form

A Solid Waste Comprehensive Planning Area or the Permitted Facility Service Area(s) identified by the Solid Waste Comprehensive Planning Area may apply for EMS designation.

Iowa's Solid Waste Environmental Management System (EMS) was signed into law in 2008 with House File 2570, put into Iowa Code Section 455J: <http://www.legis.iowa.gov/DOCS/ACO/IC/LINC/Chapter.455j.pdf>

From 455J:

455J.1 Environmental management systems — legislative findings — purpose.

1. The purpose of this chapter is to encourage responsible environmental management and solid waste disposal and to enhance efforts to promote environmental stewardship.
2. The general assembly finds and declares all of the following:
 - a. The policy of responsible environmental management can be furthered by rewarding solid waste planning and service areas that operate in an innovative, cost-effective, technologically advanced, and environmentally sensitive manner.
 - b. Responsible environmental management can also be furthered by changing the focus of solid waste disposal projects from disposal management to environmental resource management.
 - c. The concept of environmental stewardship embraces every aspect of the environmental footprint created by the management and disposal of solid waste.
 - d. Environmental management systems mitigate the climate change impacts of solid waste disposal by reducing the amount of greenhouse gases released into the atmosphere. In addition, environmental management systems improve water quality by limiting and treating the impacts of leachate disposal and by providing positive examples of sustainable water resource management.
 - e. The goal of managing resources in a sustainable manner is to increase the benefits to communities and society for the present and for the future.

SECTION 1 - BACKGROUND INFORMATION/LINKS

Visit the EMS web pages:

<https://www.iowadnr.gov/Environmental-Protection/Land-Quality/Waste-Planning-Recycling/Solid-Waste-EMS>

<https://www.iowadnr.gov/Environmental-Protection/Land-Quality/Waste-Planning-Recycling/Solid-Waste-EMS/EMS-Participants>

Participation in the EMS Designation Program requires *Continuous Improvement* in each of the following areas: Organics Management, Household Hazardous Materials Collection, Water Quality Improvement, Greenhouse Gas Reduction, Recycling Services and Environmental Education.

Continuous Improvement for environmental management systems means an ongoing process by system participants to enhance solid waste management systems by identifying through critical evaluation:

1. Existing local conditions,
2. opportunities and corresponding goals for legitimate environmental improvement and protection, and
3. specific steps to achieve those goals.

The acts of implementing the identified steps and measuring their results, then re-evaluating local conditions and establishing new goals and implementation steps are inherent parts of the continuous improvement process. System participants, rather than regulators or legislators, are responsible for identifying and renewing goals based on the results of their critical evaluation and performance to date. The critical improvement process should result in both goals and performance that exceed status quo expectations and minimum legal requirements.

This application is intended to provide a “snapshot” of current programs. In most cases, a one or two paragraph summary of the current program(s), proposed improvement(s) and anticipated outcome(s) will suffice. Partnership opportunities may include other solid waste facilities or planning areas, or they may come from a variety of outside sources including but not limited to local, state and federal government entities, private businesses and individuals, and various service clubs.

SECTION 2 - DEADLINE, SUBMITAL INSTRUCTIONS and EVALUATION CRITERIA

APPLICATION DEADLINE: February 1 of each year.

If an application is determined to be incomplete, DNR may reject the application. If the application is complete, DNR will then complete the application process by reviewing the application to determine if the applicant has met application criteria and should be recommended to the Environmental Protection Commission for designation as an Environmental Management System.

PLEASE SUBMIT COMPLETED APPLICATION FORMS ELECTRONICALLY, BY FAX, OR MAIL TO:

**Iowa Department of Natural Resources
Laurie Rasmus
6200 Park Ave Ste 200
Des Moines IA 50321**

Email: Laurie.Rasmus@dnr.iowa.gov

APPLICATIONS WILL BE REVIEWED USING THE FOLLOWING EVALUATION CRITERIA:

Application

a. Complete

Yes No

Six Component Areas - in place (Required)

- | | |
|---|---|
| 1. Organics Management | 2 |
| 2. Hazardous Materials Collection | 2 |
| 3. Water Quality Improvement | 2 |
| 4. Greenhouse Gas Reduction | 2 |
| 5. Recycling Services | 2 |
| 6. Environmental Education | 2 |
| 7. EMS Potential Benefit | 4 |
| 8. Level of Commitment, Management, Resources, Partnerships | 4 |

Total Points **Maximum = 20**

SECTION 3 – APPLICATION

CONTACT INFORMATION

Comprehensive Planning Area: _____

Contact Person: _____

Address: _____

Telephone: _____ Website: _____

Email: _____

Permitted Facility Service Area (if applicable): _____

Contact Person: _____

Address: _____

Telephone: _____ Website: _____

List additional Permitted Facility Service Area(s)
in the Planning Area. _____

If there are additional Permitted Facility Service Areas in the Planning
Area, do you plan to partner with or collaborate with those facilities? Yes No

DEMOGRAPHIC INFORMATION

Comprehensive Planning Area (or identified
Permitted Facility Service Area) Description: _____

Population Served: _____

Number of Full Time Staff Members Employed: _____

Number of Part Time Staff Members Employed: _____

Last approved Comprehensive Planning Area Goal Progress
determination figured by DNR (Base Year Adjustment Method) _____ %

Last approved Goal Progress Fiscal Year: _____

Total Annual Applicant Budget: \$ _____

IMPORTANT: To qualify for designation as an Environmental Management System, a solid waste planning or service area shall actively pursue all of the six component areas:

- a. Organics Management
- b. Household Hazardous Materials Collection
- c. Water Quality Improvement
- d. Greenhouse Gas Reduction
- e. Recycling
- f. Environmental Education

Chapter 455J gives further information about each component area.

ORGANICS WASTE MANAGEMENT (2 POINTS)

(Limit 1 page)

1. Iowa Code 455J.3(1). Does the Comprehensive Planning/Service Area currently provide for the operation of an Organics Waste Management program or contract with another party to do so? Note: “provide for operation of” may include promotion and support of city managed yard waste sites, backyard composting, and other organics projects.

Yes No

Briefly describe organics (yard or food) waste programs occurring in the Planning/Service area. Give examples of ideas your organization might consider to improve organics management in your area:

HOUSEHOLD HAZARDOUS MATERIALS (HHM) COLLECTION (2 POINTS)

(Limit 1 page)

2. Iowa Code 455J.3(2) Does the Comprehensive Planning/Service Area currently provide for a proper management and disposal of household hazardous materials (HHM) collection program by operating a Regional Collection Center (RCC) or by participating in an RCC network as a satellite? Note: The regional collection center shall provide for the collection and disposal of hazardous household materials, including but not limited to paint, pesticides, batteries, automotive products, sharps, needles and syringes, and pool chemicals. The regional collection center shall encourage the reuse of any materials for which reuse is possible and may educate households on the use of safer alternatives through efforts designed to increase public participation and to increase the participation of local government entities not currently in a network. Regional collection centers may also provide for the assessment of current educational programs by examining changes in consumer behavior.

Yes No

Briefly describe the current HHM program(s) in place. Give examples of ideas your organization might consider to improve household hazardous materials collection in your area:

WATER QUALITY IMPROVEMENT (2 POINTS)

(Limit 1 page)

3. Iowa Code 455J.3(3) Does the Comprehensive Planning/Service Area provide for a water quality improvement program(s) within the planning area? Such a program may include offering educational programs, sponsoring awareness initiatives, providing for cleanup activities such as the cleanup of illegal dumping areas, and otherwise promoting responsible environmental behavior.

Yes No

Briefly describe current Water Quality program(s) in place – on facility property and any you know of within the Planning/Service Area. Give examples of ideas your organization might consider to improve water quality in your area:

GREENHOUSE GAS REDUCTION (2 POINTS)

(Limit 1 page)

4. Iowa Code 455J.3(4) Does the Comprehensive Planning/Service Area currently implement a Greenhouse Gas (GHG) Reduction Program designed to limit the release of GHG into the atmosphere? Greenhouse gas reduction programs include but are not limited to the following activities:
- a. Generating electricity or producing other fuels through the collection of landfill gas, such as a methane gas recovery or minimization system.
 - b. Collecting and managing food and other organic waste from households and from industrial and commercial establishments, or attempting to recover energy from the reuse of biomass.
 - c. Implementing programs that encourage the efficient use of energy and promote the use of renewable fuels.
 - d. Discouraging the uncontrolled burning of solid waste and yard waste.
 - e. Setting recycling goals to measure energy savings and quantify the level of success of greenhouse gas mitigation efforts.

Yes No

Briefly describe current Greenhouse Gas program(s) in place on facility property and any you know of within the Planning/Service Area. Give examples of ideas your organization might consider to reduce greenhouse gas in your area:

RECYCLING SERVICES (2 POINTS)

(Limit 1 page)

5. Iowa Code 455J.3(5) Does the Comprehensive Planning/Service Area currently offer recycling services?
- a. Offer recycling services for paper, glass, metal, and plastics within the communities served. In addition to offering recycling of paper, metal, glass, and plastics, a solid waste planning or service area may also offer recycling services for electronic waste, white goods, and tires.
 - b. Recycling services may also be targeted at waste generated by industrial and commercial facilities such as cardboard, paper, construction, and demolition waste.
 - c. Recycling services offered in an effort to meet the goals of this subsection may be provided through drop-off sites or through curbside recycling programs operated in conjunction with solid waste collection.
- Yes No

Briefly describe current Recycling program(s) in place in the Comprehensive Planning/Service Area. Give examples of ideas your organization might consider to improve recycling in your area:

ENVIRONMENTAL EDUCATION (2 POINTS)

(Limit 1 page)

6. Iowa Code 455J.3(6) Does the Comprehensive Planning/Service Area currently plan and implement programs educating the public on environmental stewardship. These programs may include components designed to prevent illegal dumping, reduce greenhouse gas emissions, improve water quality, and reduce waste generation, increase recycling and reuse, or any other environmental objective that furthers the purpose and goals of this chapter.

Yes No

Briefly describe current Environmental Education program(s) in place. Give examples of ideas your organization might consider to improve environmental education in your area:

EMS POTENTIAL BENEFIT (4 POINTS)

(Limit 1 page)

7. How would EMS designation benefit your Comprehensive Planning/Service Area compared to the present comprehensive planning system? (Consider contacting a present EMS program participant to get their input on this). Explain how your organization is ready to learn about EMS with “The goal of managing resources in a sustainable manner... to increase the benefits to communities and society for the present and for the future.” Iowa Code 455J.1(e)

LEVEL OF COMMITMENT, MANAGEMENT, RESOURCES, PARTNERSHIPS (4 POINTS)

8. Introducing EMS to a Comprehensive Planning/Service Area takes a great deal of commitment on the part of member agencies, local governments, management and staff.

Who will be your Environmental Management Representative(s) (EMR) - the manager or "go-to" person (or people) coordinating implementation of EMS in this area?

Has top management (City, Solid Waste Agency Board, Executive Director) voted/weighed in or otherwise approved of this organization's application to be a designated EMS?

What other resources, including financial resources, is this Comprehensive Planning/Service Area anticipating utilizing during the EMS training process and beyond to maintain an active EMS.

Partnerships can be very helpful when looking for resources and input for an EMS. Has your organization considered who these potential partners might be in your area? List present/potential partnerships:

SIGNATURE

Applicant Authorized Signature: _____ Date: _____