



**Chesterfield County**  
 General Services -  
 Environmental Division

Originator	Revised by	Approved by
RLE 02/28/03	DSL 07/15/13	JTH 07/15/13

## 4.2 Environmental Policy Procedure

Persons responsible:	Jeff Howard	EMS Teams
Areas of application:	Countywide	

**Warning!** Earlier versions of this document may be obsolete and should be removed from points of use.

**Distribution:** EMS Departments, County Intranet

### Revision Schedule

Rev. No.	Date	Description
Orig	02/28/03	Original Document (Note: Environmental Policy was signed on 05/07/03).
001	07/09/03	Corrections to header.
002	03/02/05	Revised review method in 3.3: added Environmental Management Committee review
003	09/06/05	The Environmental Policy was updated to include "other" standards and "applicable to all persons working for Chesterfield County".
004	07/27/06	1.1, 2.1: Deleted OEM- redundant, part of countywide operations; 2.1: Added ISO 14001:2004 reference; 3.5, 5.1 Cleaned up sentence flow; Changed Environmental Program Manger to Environmental Manager throughout.
005	06/14/07	Annual Review by Environmental Management Committee; no changes.
006	09/17/07	3.5: Added "working for or on behalf"; The Environmental Policy was signed by our new County Administrator on August 31, 2007.
007	09/26/08	3.1: Eliminated the need to maintain procedure development minutes; 3.2: Cleaned up wording; 3.5 Moved to Process Section 5.3; 5.1 and 5.2: Cleaned up wording.
008	02/04/10	Changed procedure review time to three years.
009	06/04/10	Changed Office of Environmental Management to General Services – Environmental Division in header; minor punctuation and grammar updates.
010	07/15/13	Reviewed procedure. Updated County Seal and Distribution (to include intranet).

### Worksheet Index

- 1.0 PURPOSE
- 2.0 SCOPE
- 3.0 RESPONSIBILITIES
- 4.0 DEFINITIONS
- 5.0 PROCEDURES
- 6.0 REFERENCES/RELATED DOCUMENTS



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### 1.0 PURPOSE

- 1.1 The purpose of this procedure is to establish practices related to the development and implementation of the Environmental Policy for Chesterfield County (county).

### 2.0 SCOPE

- 2.1 This procedure is responsive to Element 4.2 Environmental Policy of the ISO 14001:2004 Standard and covers all county operations.

### 3.0 RESPONSIBILITIES

- 3.1 The Environmental Manager will manage the distribution and implementation of the Environmental Policy.
- 3.2 The Environmental Manager will review the Environmental Policy with the EMS Teams annually or revise to reflect changing conditions.
- 3.3 The County Administrator will formally approve the Environmental Policy.

### 4.0 DEFINITIONS

- 4.1 Refer to 3.0 EMS Related Definitions.

### 5.0 PROCESS

- 5.1 The Environmental Policy shall include a commitment on behalf of Chesterfield County for continual improvement and pollution prevention. The text should also include a commitment to comply with environmental legal and other requirements to which the county subscribes.
- 5.2 The Environmental Policy shall provide the framework for setting and reviewing environmental objectives and targets. Specific initiatives and environmental programs adopted by the county will be included.
- 5.3 The Environmental Policy shall consider activities, products, and services pertinent to environmental management and includes all employees working for or on behalf of Chesterfield County.



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- 5.4 The Environmental Policy will be maintained through document control protocol detailed in **4.4.5 Document Control Procedure**. The policy will be communicated to employees, contractors, and external interested parties via provisions set forth in **4.4.3 Communication Procedure**.
- 5.5 Initial training regarding the Environmental Policy will be included as a part of the new employee orientation training program. Details for environmental training are outlined in **4.4.2 Training Awareness and Competence Procedure**.

### 6.0 REFERENCES/RELATED DOCUMENTS

- 6.1 4.4.5 Document Control Procedure
- 6.2 4.4.3 Communication Procedure
- 6.3 4.4.2 Training Awareness and Competence Procedure
- 6.4 Environmental Policy



## Chesterfield County, Virginia

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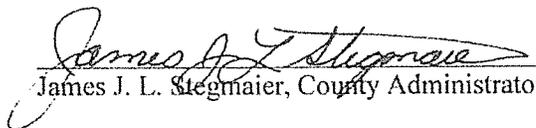
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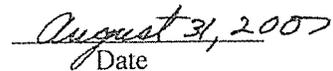
## Chesterfield County Environmental Management Policy

The County of Chesterfield is committed to improving countywide environmental practices, and to being responsible protectors of the environment in conformance with its mission of providing a "First Choice Community through Excellence in Public Service." In support of this commitment, the county will:

1. Meet or exceed all applicable environmental laws, regulations, municipal standards, and other environmental initiatives to which the county subscribes.
2. Educate, train, and recognize employees for enhanced environmental performance and increased awareness of environmental issues.
3. Practice the principles of pollution prevention.
4. Respond to environmental incidents at county properties and facilities quickly and effectively.
5. Continually improve our environmental management program and make it an integral part of our standard business practices.
6. Develop and periodically review environmental objectives and targets as part of maintaining the county's environmental management program.
7. Promote the education of all citizens in the awareness of environmental issues and pollution prevention.
8. Encourage the use of sound environmental principles and practices by all county contractors and vendors.

This commitment to protect the environment is required by all persons working for Chesterfield County at all levels.

  
James J. L. Stegmaier, County Administrator

  
Date

REV02. The Chesterfield County Environmental Policy was established and implemented on May 7, 2003.

Providing a FIRST CHOICE community through excellence in public service