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CLEAN
TEXAS
Leader for
Large Businesses
and Industries

Application



What Is CLEAN TEXAS?

CLEAN TEXAS is a voluntary, incentive and recognition program for Texas organizations. The CLEAN TEXAS LEADER level rewards organizations of all types and sizes that make significant commitments to the highest levels of environmental performance. Members at this level are encouraged to make environmental stewardship a part of their management strategy by setting and meeting six flexible, leadership commitments to protect the air, water, and land of our state and conserve resources.

CLEAN TEXAS is a partnership between industries, businesses, communities, and the Texas Natural Resource Conservation Commission (TNRCC). Communities are an integral part of this program and should be involved from the start. The partnership begins with this application but continues long after the applicant is accepted into the program. Members will receive updates whenever additional incentives, programs, and opportunities are available. TNRCC appreciates feedback from members. Feedback will be used to improve the process and value of this program.

This application is appropriate for large businesses and industries. Separate applications are available for cities, regional governments, and small businesses. The application has two parts:

1. A cover sheet identifying the applicant
2. A checklist with instructions for several narrative attachments

Additional information to help you complete the application is available in the *CLEAN TEXAS LEADER Program Guide*. Information can be found at www.cleantexas.org. If you have any questions, contact a CLEAN TEXAS Coordinator at TNRCC.

Benefits

As a CLEAN TEXAS LEADER, you will receive benefits that will help you and your community reach your environmental goals and be recognized for your environmental leadership activities.

You will receive all of the benefits offered to the PARTNER level members including:

- ▼ *CLEAN TEXAS Update*, a bimonthly newsletter for members
- ▼ Recognition at annual meetings and in the *CLEAN TEXAS Update*
- ▼ Technical assistance from the TNRCC to achieve CLEAN TEXAS commitment goals
- ▼ Networking opportunities with businesses, industries, local governments, and institutions locally and across the state
- ▼ Use of the CLEAN TEXAS logo
- ▼ CLEAN TEXAS Web site with program ideas, regional issues, and the latest from TNRCC
- ▼ Regional partnership meetings
- ▼ Discounted registration fees for the annual CLEAN TEXAS conference
- ▼ Product and service discounts offered by other CLEAN TEXAS members

In addition, CLEAN TEXAS LEADERS will be eligible to receive incentives focusing on regulatory innovation flexibilities, technical and program assistance, and organization-specific public recognition. These incentives will be offered to successful CLEAN TEXAS LEADER applicants on a case-by-case basis based on the needs of the individual member. A complete list of incentives is available from the CLEAN TEXAS LEADER coordinator and will be updated periodically as new incentives become available.

Who Is Eligible to Become a CLEAN TEXAS LEADER?

1. Any size entity—including industries, businesses, military institutions, schools, universities, cities, counties, or organizations—may join at the LEADER level if it has:

- a. a facility from where it operates* (plant or office space), or
- b. territorial limits (city, county, township, military base, university, or neighborhood).

*Entities with multiple facilities or branches with similar environmental impacts may join as a group under one application. *Please contact a CLEAN TEXAS coordinator for assistance on how to apply for multiple facilities.* Group application is intended for multiple facilities with similar operations, such as commercial entities, service entities, or school districts.

To apply as a group, the information below must also be attached:

- ▼ A listing of the location (city and address) of each facility or branch.
 - ▼ The method of communicating CLEAN TEXAS commitments to management and employees at each facility or branch, and the communication methods each facility or branch will use to report progress toward commitments.
 - ▼ The implementation method used at each facility to meet the commitments.
2. An entity must meet applicable compliance standards—it must not have been the subject of a TNRCC Findings Order or a State or Federal District Court Judgment for three years prior to membership. An entity with a criminal conviction for violation of environmental laws will be ineligible to participate.
 3. Any entity that fulfills the program commitments.

How Can I Join?

To become a member, submit a completed application. Feel free to attach additional information, documents, or articles to describe your commitments. Some of this information may be published in case studies, press releases, and recognition events. A CLEAN TEXAS coordinator will contact you once the TNRCC receives your application. CLEAN TEXAS staff can provide potential members with application forms, as well as assistance and feedback throughout the application process.

Period of Enrollment

Membership in the CLEAN TEXAS program is for three years and is renewable.

Annual Reporting

Each year, you must submit a brief, annual update to report your progress. Annual updates should be submitted to a CLEAN TEXAS coordinator at the address below.

Any Questions?

Contact a CLEAN TEXAS coordinator at:

Texas Natural Resource Conservation Commission
Small Business & Environmental Assistance Division MC 112
PO Box 13087
Austin, TX 78711-3087
Phone: 512/239-3100 Fax: 512/239-3165
E-mail: cleantx@tnrcc.state.tx.us

Texas Natural Resource Conservation Commission

CLEAN TEXAS LEADER Membership Application

Applicant Information

Date submitted: _____

Company: _____

Site Address: _____

City: _____ State: _____ Zip Code: _____ County: _____

Type of business: _____

Contact Name: _____

Title: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____ County: _____

Phone: (____) _____ Fax: (____) _____ E-Mail: _____

Responsible Official Name: _____

Phone: (____) _____ Fax: (____) _____ E-Mail: _____

4-Digit SIC _____ Number of Employees _____

We were recruited by: _____

Please include all applicable identification numbers for this facility:

EPA ID: _____ Solid Waste ID: _____

TRI ID: _____ Water Quality ID: _____

TPDES Permit No: _____ Air Account No: _____

RCRA Permit No: _____

Signature of Responsible Official _____

Title _____ Date _____

Please return completed application to:

CLEAN TEXAS Coordinator
Small Business and Environmental Assistance Division MC 112
Texas Natural Resource Conservation Commission
PO Box 13087
Austin, TX 78711-3087

Program Eligibility

If your facility is a CLEAN TEXAS STAR, CLEAN INDUSTRIES 2000 or CLEAN TEXAS PARTNER member, check one of the following:

This facility is a CLEAN TEXAS STAR or CLEAN INDUSTRIES 2000 member and has already met the waste reduction or environmental improvement goal set in that program.

This facility has successfully participated as a CLEAN TEXAS PARTNER for at least three years .

If your facility is not a CLEAN TEXAS STAR MEMBER, CLEAN INDUSTRIES 2000 MEMBER, or CLEAN TEXAS PARTNER, check any of the following that apply. This information will be used in determining eligibility.

This facility employs state-of-the-art pollution prevention technology or sustainability design, and/or was built or retrooled in (year) _____ (attach description).

Other (attach description).

CLEAN TEXAS Commitments

Commitment I—Environmental Improvement Goal

Commitment I is to set one or more environmental improvement goals that focus on significant community environmental issues. Develop each goal with input from community representatives and commit to a measurable, continuous-improvement plan of at least three years' duration for each goal.

A. Select your goals. From the list below, select one or more environmental improvement goals that your facility or organization will focus on over the three-year period. Environmental improvement goals are expected to exceed compliance levels required under existing regulations.

- Waste reduction Recycling program¹ Composting Improved product efficiency Use of recycled feedstock
 Hazardous waste reduction Reduced hazardous constituents in products Toxics Release Inventory (TRI) reduction
 Emissions reductions/air quality Energy conservation Water conservation Water quality improvements
 Habitat protection Ecopark or Brownfield development Other _____

¹ Maintaining recycling efforts is an acceptable goal.

B. Attach a schedule for each environmental improvement goal (see example). Include information for the first year and for a measurable, three-year continuous environmental improvement plan. A goal cannot include reductions already reached as a CLEAN TEXAS STAR, CLEAN INDUSTRIES 2000 or CLEAN TEXAS PARTNER facility. If you choose TRI, hazardous waste, or solid waste reductions as a goal, the reductions must go beyond what your facility committed to under a previous program. Include the **base year**, which is the year this application is submitted.

Example of a Schedule for Environmental Improvement Goal (s)

| Environmental Improvement Goal | Base Year | Base Year Amount | Year 1 (2001) | Year 2 (2002) | Year 3 (2003) |
|---------------------------------|-----------|------------------|---------------|---------------|---------------|
| TRI (Pounds) | 2000 | 2,000,000 | 1,500,000 | 1,000,000 | 750,000 |
| Water Used (gallons per year) | 2000 | 1,500,000 | 1,000,000 | 800,000 | 400,000 |
| CO ₂ (Tons per year) | 2000 | 40,000 | 35,000 | 25,000 | 10,000 |

C. Attach a description of the community participation you used in setting each environmental improvement goal. Include the following:

- ▼ List of community participants and how they were identified.
- ▼ Method used to notify and seek input from the community on each goal and commitment.

D. Attach documentation of community support for these goals, such as a letter from community representatives.

Commitment II—Environmental Management System

Commitment II is to implement an environmental management system that ensures continuous environmental improvement and compliance.

- A. Attach a description (maximum two pages) of the environmental management system. The system should address compliance assurance and continuous improvement. Your description should include the following:
- ▼ Statement of commitment from senior management (policy)
 - ▼ Written plan to achieve the policy goals
 - ▼ Description of plan implementation
 - ▼ Description of review process
 - ▼ Description of verification and reporting progress
- B. Verification. Verify the environmental management system every three years by a professionally recognized auditing party that is independent of the facility. Qualifying groups could include corporate audit teams or certified independent auditors of recognized environmental management system programs. Verification should focus on the system features listed above.
- Provide information identifying the recognized auditing party (corporate audit teams or certified independent auditors of recognized environmental management system programs) that is independent of the facility.

Commitment III—Internal Environmental Programs

Commitment III is to develop environmental awareness training and education or incentive programs that focus on environmental improvement and excellence at your facility, for your employees, staff, and others.

- A. Select your program. Check the internal environmental programs for employees, staff, students and others that you will be implementing and continuing over the three-year period.
- Employee incentive program for the environment Trip reduction Transportation efficiency Alternative fuels
 EPA Energy Star program EPA Green Lights program Pollution prevention Employee recycling
 Buy recycled program "Don't Bag It" program On-site composting EPA Waste Wise program
 Other _____
- B. Attach a description of your facility's internal environmental programs focusing on awareness training, education, or incentive. Include the following:
- ▼ Method of communicating each environmental improvement goal and environmental policy to employees
 - ▼ Description of each employee program (for example, training, awareness, incentives, or environmental teams)

(continued on page 4)

Commitment IV—Community Communication Program

Commitment IV is to develop a community communication program using environmental awareness, training and education, or incentive methods that focus on environmental improvement and excellence in the community.

Attach a description of your community communication program. Include information on the following aspects:

- ▼ Assurance of open participation and attendance
- ▼ Description of periodic communications or meetings (at least four times per year)
- ▼ Mechanisms for two-way communication
- ▼ Process for pre-notification to community
- ▼ List of community partners
- ▼ Goals

Commitment V—Community Environmental Outreach

Commitment V is to establish, support, or sponsor local environmental programs or projects that meet local needs. Your facility may already be participating in a community environmental outreach program if you are currently a CLEAN TEXAS STAR member, a CLEAN INDUSTRIES 2000 facility, or a CLEAN TEXAS PARTNER.

A. Select your program. Check the Community Environmental Outreach Programs or Projects that you will be implementing and continuing over the three-year period.

- Environmental education activities for the public
- Environmental education for schools
- Habitat protection
- Water conservation
- Energy conservation
- Green building
- Conservation loans or rebates
- Community recycling
- Master composter program
- YardWise program
- Clean-up program
- Household hazardous waste
- Texas Recycles Day events
- Public transit education
- Surface Water Protection
- Storm Water Program
- Other _____

B. Attach a description of the community environmental outreach program. Include the following information:

- ▼ Description of the program
- ▼ Plan for meeting a local environmental need
- ▼ List of community partners
- ▼ Goals and/or outcomes

Commitment VI—Product Stewardship

Commitment VI is to establish a program to review and measure the environmental impact of products and processes, and a system of continuous improvement.

A. Attach a description of your facility's product stewardship program to take into consideration the environmental impacts of your processes and/or products. The following points may be included:

- ▼ Copy of product stewardship policy
- ▼ Plan for implementation
- ▼ Method to review products and processes, and implement changes consistent with product stewardship policy
- ▼ Plan for communicating and reviewing the policy with the community, employees, customers, suppliers, contractors, packaging, and transportation partners
- ▼ List of training and awareness activities

B. Product stewardship policy initiated at the:

- Corporate level (if initiated at the corporate level, attach a description of how the plan is implemented at the facility level).
- Facility level

Recognition at the National Level: The National Environmental Performance Track

As a CLEAN TEXAS LEADER, you may be eligible for recognition and benefits at the national level through the National Environmental Performance Track. The National Environmental Performance Track is administered by the U.S. EPA.

Call a CLEAN TEXAS coordinator at 512/239-3100 to learn more about how your participation in CLEAN TEXAS can be leveraged to meet the National Performance Track requirements, and how you can receive benefits that are available at the National Level.

Additional information is available at the National Environmental Performance Track website: www.epa.gov/performance-track.

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