



## NAVAL SPECIAL WARFARE COMMAND

# *N44 FACILITIES ENGINEER BULLETIN*

Issue No. 2009-03

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Type: Policy

**Subject:** Implementation of the Department of Navy Green Procurement Program

### 1. Purpose.

- a. This bulletin provides policy on implementing the Department of Navy (DON) Green Procurement Program (GPP) for the purchase of supplies, vehicles and procurement for facility maintenance and improvement, range improvement and minor construction and Military Construction (MILCON) projects for all Naval Special Warfare Command (NSWC) funded projects.

### 2. Background.

- a. The existing Department of Defense (DoD) Green Procurement Program (GPP) policy, in effect since August 2004 & updated November 2008, applies to all DoD.
- b. According to the DON Green Procurement Implementation Guide, February 2009 Final:  
On January 22, 2007, the Assistant Secretary of the Navy (Installations and Environment) and the Assistant Secretary of the Navy (Research, Development and Acquisition) jointly endorsed the DoD GPP strategy.  
The Navy "Environmental and Natural Resources Program Manual" (OPNAVINST 5090.1C, Chapters 4, 8 and 16), and the Marine Corps' "Environmental Compliance and Protection Manual (Marine Corps Order P5090.2A Change 1) both incorporate Green Procurement Policy.  
All personnel are responsible for implementing the DON GPP including requirements developers, contracting officers and those responsible for Government Commercial Purchase Cards (GCPC).
- c. "In January, 2007, Executive Order 13423, "Strengthening Federal Environmental, Energy, and Transportation Management" was signed consolidating the existing preference purchasing programs, energy-efficient and water conserving programs and sustainable design requirements into one program." (Reference: DON Green Procurement Implementation Guide, February 2009 Final)
- d. A DON Green Procurement Program Implementation Guide dated February 2009 (<http://acquisition.navy.mil/rda/content/view/full/6457>) was created to help DON personnel

understand and implement the DoD and the DON GPP policies. This guide supersedes Naval Supply Systems Command Publication 728, dated September 2001. Use of this Guide will facilitate the DON's ability to comply with Executive Order 13423.

### **3. Discussion**

- a. “DON GPP requirements apply to all DON facilities, operations and systems, except military tactical vehicles and equipment.” (IE RDA DON GPP Implementation Guide Memo, 4 Feb 2009) “DON GPP applies to construction contracts, service contracts, commodity purchases as well as items purchased from activity/installation supply stores and all other micro-purchases.” (DON Green Procurement Implementation Guide, February 2009 Final) Elements of Green Procurement include:
  1. “DON personnel shall consider green products and/or services as the first choice in all procurement, including service contracts.” (Reference: DON Green Procurement Implementation Guide, February 2009 Final)
  2. Green products shall be purchased when orders are considered for categories such as Office Products, Printing Services, Building construction, renovation and maintenance (including janitorial and landscape).
  3. The use of Federal supply sources such as DLA, GSA and the Defense Automated Printing Service (DAPS) is an advantageous method for the purchase of green products. If DON personnel elect to purchase green products outside of a Federal supply source, then additional tracking and reporting is required. A decision not to procure green products must be documented and justified in writing if the purchase is greater than \$3,000. A waiver is appropriate only if the items are not available competitively, not available within a reasonable time frame, unable to meet appropriate performance standards or functional requirements or only available at an unreasonable price.
  4. The following Green Procurement (GP) categories are covered in the DON Green Procurement Guide:
    - i. Recovered Material (Affirmative Procurement) – “The Environmental Protection Agency (EPA) is required to designate items that are or can be made with recovered material, and recommend practices for buying these products.” (Reference: DON Green Procurement Implementation Guide, February 2009 Final) Common products include copier and printer paper, recycled toner cartridges and re-refined lubricating oils and antifreeze.
    - ii. Energy Efficient (FEMP, Energy Star, EPEAT) – “Federal agencies are required to procure energy efficient products qualified in the Energy Star program or designated by Federal Energy Management Program.” (Reference: DON Green Procurement Implementation Guide, February 2009 Final) Common products include Computer Equipment (EPEAT), Refrigerators/Freezers and Fluorescent Lamps.

- iii. Alternative Fuels/Alternative Fuels Vehicles – “Federal agencies must acquire alternative fueled vehicles (AFVs), alternatives fuels for those vehicles, and fuel-efficient petroleum-powered passenger cars and light trucks.” (Reference: DON Green Procurement Implementation Guide, February 2009 Final) Common products include alternative fuel vehicles (AFVs) – dedicated, flexible fuel, or dual fuel vehicles and advanced technology vehicles (ATVs) – hybrid, electric vehicles. Exemptions to this category are military tactical vehicles and vehicles operated outside of the US.
  - iv. Biobased Products – “Biobased items include, but are not limited to, clothing, bedding, linens, office products, printing products, transportation fleet maintenance products, construction products and janitorial and landscaping products.” (Reference: DON Green Procurement Implementation Guide, February 2009 Final)
  - v. Non-Ozone Depleting Substances – “Navy-Marine Corps Procurement Offices should select alternatives that are EPA-SNAP (Environmental Protection Agency – Significant New Alternatives Policy Program) approved.” (Reference: DON Green Procurement Implementation Guide, February 2009 Final) The SNAP program covers refrigeration and air conditioning, cleaning solvents, aerosols and foam blowing agents.
  - vi. Environmentally Preferable – “EPPs are any products and services that are more environmentally friendly than what the activity/installation routinely purchases, but are not already covered by one of the other programs already described.” (Reference: DON Green Procurement Implementation Guide, February 2009 Final)
- b. Training is required for the success of the GPP program.
  - c. Internal and external communication is essential to keep awareness high.

#### **4. Policy.**

- (a) All NSWC & Component Facility Engineering Staff will comply with Executive Order 13423.
- (b) Develop and implement a plan supporting DON GPP and formally establish policy indicating preference for acquiring environmentally preferable products.
- (c) Update past policies to reflect all the program elements covered by the current DoD GPP policy and strategy.
- (d) The GPP team strategy should be implemented by Contracting Officers, Activity/Installation Government Purchase Card Program Managers, Project Managers, Supply Stores, Environmental Management Office, Energy Manager, Transportation office, Legal offices and Public Affairs offices. Facilities engineers will coordinate facilities GPP within their Commands when required. Facility Engineers will be the point of contact to coordinate GPP data collection and reporting to NSWC N44 as requested.
- (e) Implementation of the GPP program should include both long term and short term goals. GPP objectives should include at a minimum, increase in the purchase of materials with

recovered/recycled content, indicator items such as paper products and toner cartridges, and increase in the number of contracting personnel with GPP training.

- (f) The GPP plan should summarize procedures and responsibilities for creating and modifying purchasing documents and GPP process guidance. The plan should be accessible to NSWC N44.

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Attachments: Executive Order 13423—Strengthening Federal Environmental, Energy, and Transportation Management, January 2007  
DoD Green Procurement Program Strategy, updated November 2008  
IE RDA DON GPP Implementation Guide Memo, 4 Feb 2009  
DON Green Procurement Implementation Guide, February 2009 Final