



**DEPARTMENT OF THE ARMY**  
**U.S. ARMY INSTALLATION MANAGEMENT COMMAND**  
**HEADQUARTERS, UNITED STATES ARMY GARRISON FORT LEE**  
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**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: Fort Lee Green Procurement Program Policy**

**1. References.**

- a. 45 Code of Federal Regulations (CFR) 74.16, Resource Conservation and Recovery Act (RCRA), Section 6002
- b. 40 CFR 247, Comprehensive Procurement Guidelines for Products Containing Recovered Materials
- c. Farm Security and Rural Investment Act (FSRIA) of 2002
- d. The Federal Acquisition Regulation, Subparts 23.1, 23.2, 23.4, and 23.7
- e. Army Regulation (AR) 200-1, Environmental Protection and Enhancement, 13 December 2007
- f. Executive Order (EO) 13693, Planning for Federal Sustainability in the Next Decade
- g. Department of the Army Memo dated 22 November 2006, Establishment of the Army Green Procurement Program.

**2. Purpose.** To establish policy guidelines for green procurement at Fort Lee, VA.

**3. Scope.** This policy applies to all service members, civilians, and contractors making purchases, including contract actions, on behalf of Fort Lee.

**4. Policy.** All organizations responsible for procurement actions, including contract actions, will show preference for products and services with environmentally beneficial attributes, to include but not be limited to the following elements of Federal procurement preference programs: recycled content, bio-based content, energy efficiency and renewable energy, water efficiency, alternative fuels or vehicles, absence of ozone depleting substances, and products that are otherwise environmentally preferable. All personnel will meet the mandatory requirements for the procurement of recycled content, bio-based, and energy-efficient products when conditions of price,

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performance, and availability are met. The determination of unreasonable price will be based on life cycle costs of competing products.

## 5. Discussion.

a. Green Procurement is defined as the purchase of environmentally preferable products and services in accordance with one or more of the established Federal procurement preference programs. These programs include the mandatory preference programs for recycled content, bio-based, and energy efficient products. There are also preference programs for sustainable products and services identified by the U.S. Environmental Protection Agency (EPA) to include alternatives to ozone-depleting substances (ODSs), water-efficient products identified by WaterSense, less toxic products labeled as SaferChoice, and fuel-efficient products and services that are SmartWay Transport partners and products.

b. The overall objectives of green procurement are to:

- (1) Use the purchasing power of the Federal Government
- (2) Acquire and use environmentally beneficial products and services
- (3) Stimulate markets for designated products
- (4) Reduce adverse effects on human health and the environment
- (5) Reduce energy use, toxic emissions, and depletion of natural resources
- (6) Incorporate environmental and energy considerations into purchasing and contracting decisions.

## 6. Policy Components.

### a. Green Products

(1) Purchaser will meet statutory mandates that require preference for recycled content, bio-based, and energy-efficient programs. There are designated products within each of these three preference programs. When purchasing a designated product, the buyer must purchase a green product unless they need an exception based on price, performance, or availability. To see the list of designated products within each preference program, go to the following web sites.

- Recycled content products designated by the U.S. Environmental Protection Agency (<https://www.epa.gov/smm/comprehensive-procurement-guideline>)

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- Bio-based products designated by the United States Department of Agriculture (<http://www.biopreferred.gov/BioPreferred/faces/pages/ProductCategories.xhtml>)

- Energy-efficient products (<http://energy.gov/eere/femp/find-product-categories-covered-efficiency-programs>)

(2) Purchasers will show preference for other sustainable products identified by EPA programs including:

- SaferChoice products - products containing less toxic/safer chemicals
- WaterSense certified products - water-efficient products
- Fuel-efficient products
- ODS-free products

b. Sources of Green Products

(1) When using a government purchase card to procure products, the following supply sources will be used (shown in order of preference):

- Base Operations Supply Store
- GSA Advantage! (<https://www.gsaadvantage.gov>)
- DOD EMALL (<https://dod.emall.dla.mil>)
- Nongovernment supply sources

(2) All hazardous materials will be purchased or ordered through the Hazardous Material Control Center (HMCC).

7. Responsibilities.

a. Fort Lee Organizations, Units and Other Agencies. Maximize the procurement of green products. Ensure that specification writers and purchase card holders attend green procurement awareness training as it is offered.

b. Directorate of Public Works (DPW) - Environmental Management Division (EMO). The DPW EMO will oversee the Fort Lee Green Procurement Program as outlined in the

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Green Procurement Program Plan (GP3) and will appoint an individual to co-chair the installation's Green Procurement Team.

c. Mission and Installation Contracting Command (MICC). The MICC will appoint an individual to serve as the co-chair of the installation's Green Procurement Team.

d. Green Procurement Team. The Green Procurement Team will establish objectives and targets to ensure improvement of the green procurement program. The Green Procurement Team will ensure that green procurement awareness training is available to specification writers, purchase card holders, and installation contracting officers.

e. Hazardous Material Control Center (HMCC). The HMCC will coordinate with the DPW EMO to increase the number of green products stocked in the HMCC.

8. Each organization, resident command, and agency will follow the GP3, attend required green procurement training, and maximize the number of green products purchased.

9. Proponent for this policy is Directorate of Public Works Environmental Management Division at (804) 734-5014.

  
HOLLIE J. MARTIN  
COL, LG  
Garrison Commander

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