



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS
441 G STREET NW
WASHINGTON, D.C. 20314-1000

S: 29 October 2004

CECW-CO

SEP 23 2004

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS,
CHIEFS, OPERATIONS DIVISIONS

SUBJECT: Fiscal Year 2004 Civil Works Environmental Compliance Performance Indicator and Performance Measure -- Reporting Requirements

1. The purpose of this memorandum is to provide reporting requirements for the Fiscal Year 2004 (FY 2004) Civil Works-Environmental Compliance performance indicator and performance measure. Performance results will be generated using the Operations & Maintenance Business Information Link (OMBIL) data management system. The intended date of final roll-up of the FY 2004 Environmental Compliance performance results in the OMBIL system is 29 October 2004.
2. The performance indicator and performance measure are defined as follows:
 - a. Performance Indicator - Percent of scheduled external environmental compliance assessments completed. The number of external assessments completed divided by the number scheduled for FY 2004. Although the indicator only looks at completing external assessments, internal assessments are also required by regulation and completion of internal assessments will be reviewed separately.
 - b. Performance Measure - Percent significant findings corrected vs. number identified, and the percent major findings corrected vs. number identified. The measure is defined as the number of corrected significant findings at U.S. Army Corps of Engineers operated projects and facilities, divided by the sum total of significant findings identified during compliance assessments, regulatory inspections or daily operating activities, and any uncorrected significant findings from previous years (similarly for major findings). The performance measure does not include findings identified at outgrants/leased facilities.
3. The performance measure roll-up will be obtained from the mandatory management system for environmental compliance business information, OMBIL. Environmental Compliance Coordinators at all levels are required to use the OMBIL Environmental Compliance module for tracking, monitoring and viewing environmental compliance information. Data requirements for OMBIL include all internal and external environmental compliance assessments, all findings (significant, major, minor, etc), corrective actions, regulatory actions, storage tank inventory, hazardous and toxic chemical release reporting status, and hazardous waste generator status.

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4. The following data must be entered and locked in OMBIL to allow accurate performance measure reporting:

a. Assessments completed in FY 2004 (external & internal)

b. Findings identified in FY 2004

c. Related corrective actions for findings (or notation in comments on status of finding if carried over from prior year). Including any findings that remained uncorrected at the end of FY 2003.

d. Data entry and locking must be complete no later than **29 October 2004** to ensure data is included in FY 2004 performance results.

5. Users are directed to apply the *Administrative Close* feature for corrected findings identified in FY 2002 or earlier that were corrected prior to FY 2003. Administratively close only those findings for which all corrective actions were completed prior to FY 2003. All corrective actions must be complete prior to administrative closure of a finding.

6. The point of contact on the above is Janice Smith, CECW-NWD, (202) 761-4690.

FOR THE COMMANDER:



MICHAEL B. WHITE
Chief, Operations
Directorate of Civil Works

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