

National Institutes of Health
Office of Research Facilities/Office of Research Services
Green Team Charter
Mar 6, 2018

Purpose

The National Institutes of Health (NIH) is committed to environmental sustainability and complying with all applicable environmental laws, statutes and regulations by being proactive and cost effective in our environmental stewardship. The NIH follows the 2015 [Executive Order 13693](#), “Planning for Federal Sustainability in the Next Decade” as the framework for the NIH Environmental Management System (NEMS) and the Institute & Center (IC) Green Teams.

The Office of Research Facilities/Office of Research Services (ORF/ORS) Green Team provides support for ORF/ORS sustainability and environmental stewardship. The team advises ORF/ORS employees and leadership on matters pertaining to the impact of ORF/ORS activities on the environment. The ORF/ORS Green Team champions initiatives that reduce ORF/ORS’s impact on the environment.

Sustainability has been defined as “the enduring prosperity of all living things.” By this measure, sustainability is directly linked to the health of humans, the health of the environment, and the health of economic systems that support and promote our well-being. This triple bottom line – human health, environmental health and economic health – is integral to the NIH mission. The ORF/ORS Green Team serves the NIH by helping to maintain this balanced focus.

The ORF/ORS Green Team is comprised of employees representing the various divisions and functional areas within ORF/ORS.

Objectives

The ORF/ORS Green Team will:

- Establish annual projects and objectives that the ORF/ORS Green Team will work on.
- Develop guidance and share information to raise awareness of sustainability issues.
- Develop guidance and share information to raise awareness of the NIH NEMS
- Encourage employees to find greener alternatives and lessen their impact on the environment.
- Facilitate sustainability initiatives within ORF/ORS.
- Regularly communicate with the staff in their respective functional areas regarding ORF/ORS Green Team recommendations.
- Facilitate cooperation among the various components of ORF/ORS to achieve the goals of the executive orders and implementation of the NEMS.
- Establish, as needed, standing and ad hoc work groups or subcommittees; comprised of team members and additional individuals with relevant expertise. These subcommittees will report their findings and recommendations to the Green Team and to ORF/ORS management.
- Act as a resource for the Energy Team when needed.
- Provide support for and participate in activities of the Green Team Leads Council and NIH-wide environmental stewardship outreach events, such as Bike to Work Day, Earth Day, Paper Free Day, America Recycles Day, and Safety, Health and Wellness Day.

- Promote ORF/ORS-wide open communication by providing an open and welcoming forum for ORF/ORS employees to share sustainability ideas with the ORF/ORS Green Team.
- Evaluate ORF/OFS employee suggestions, determine the highest priority issues, and advocate for change with ORF/ORS senior managers and leaders.

Membership and Staffing

The ORF/ORS Green Team includes representation from all functional areas within the ORF and the ORS.

ORF/ORS Green Team Members

Team Chairs: The Green Team will have a chair from the ORF and a chair from the ORS.

ORF/ORS Green Team Chairs

Meetings

Meetings: The ORF/ORS Green Team will meet on a monthly basis. The team leads are responsible for setting the agendas and conducting the meetings. The leads may call additional meetings as needed.

Reports: Meeting minutes will serve as the record of the ORF/ORS Green Team activities and decisions. The leads will determine when formal reports are necessary. Once approved, meeting minutes will be posted on the ORF/ORS Green Team Sharepoint site.

Modification of the Charter

The ORF/ORS Green Team’s charter will be reviewed bi-annually to ensure that it continues to define an appropriate mission and effective structure in place in order to fulfill its role in the overall sustainability structure.

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 Director, Office of Research Facilities

Date

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 Acting Director, Office of Research Services

Date