 PORT of OLYMPIA POLICIES & PROCEDURES MANUAL		Page:	1 of 3
Section:	1300 ENVIRONMENTAL POLICY & PROCEDURE	Revision Date:	10/2019
Policy:	ENVIRONMENTAL STEWARDSHIP AND COMPLIANCE	Policy No.	1301
Approver:	COMMISSION	Resolution	Yes


POLICY: The Port of Olympia is dedicated to developing and conducting Port business in a responsible manner that is environmentally, economically, and socially sustainable. The Port recognizes the value of the natural environment in which it operates, and is committed to fulfilling its mission of economic development within Thurston County in a manner that promotes long-term environmental sustainability in the region. To this end, the Port will pursue:

- Compliance with applicable Federal, State, and local environmental statutes, regulations, enforceable agreements, and environmental permit requirements for all Port activities;
- Clarity and consistency in the Port’s environmental management efforts;
- Transferable institutional knowledge; and
- Continuous improvement in environmental performance.

ENVIRONMENTAL GUIDELINES:

The Port of Olympia Commission affirmed the Port’s commitment to environmental stewardship through a series of actions, including the adoption of Vision 2025, the Port’s strategic plan. These actions confirm the Commission’s expectation that the Port of Olympia will strive to be a leader in conducting business in a way that protects and enhances environmental quality and minimizes the impact of Port activities on the environment. The Port is to achieve this goal through continued environmental stewardship, environmental performance excellence, and environmental advocacy. These issues are as follows:

1. To continue the emphasis on environmental stewardship, the Port of Olympia will:
 - a. Strive to develop and conduct Port business and projects in a responsible manner that is environmentally, economically, and socially sustainable;
 - b. Foster a sense of responsibility for the environment among Port employees;
 - c. Be a good steward of Port-owned land, including its wildlife and natural resources, by minimizing adverse environmental impacts and seeking opportunities for enhancement in conjunction with Port projects;
 - d. Reduce pollution and waste by working to reduce pollution sources, reusing materials, where possible, and promoting recycling and the use of recycled materials; and
 - e. Support environmental stewardship by Port tenants and contractors to encourage them to conduct business in a manner consistent with Port’s environmental compliance programs, environmental lease provisions, environmental practices and Port adopted Environmental Policies and Procedures.
2. To achieve performance excellence in its environmental practices, the Port of Olympia will:
 - a. Seek opportunities to exceed environmental regulatory requirements and mitigation goals, where practical and appropriate;
 - b. Look to promote and incorporate low impact and environmentally conscious principles in our project designs, including Leadership in Energy and Environmental Design (LEED ®) development tools and performance criteria;

 PORT of OLYMPIA POLICIES & PROCEDURES MANUAL		Page:	2 of 3
Section:	1300 ENVIRONMENTAL POLICY & PROCEDURE	Revision Date:	10/2019
Policy:	ENVIRONMENTAL STEWARDSHIP AND COMPLIANCE	Policy No.	1301
Approver:	COMMISSION	Resolution	Yes


- c. Work to set meaningful, measurable goals for environmental performance; and
 - d. Continually strive to improve environmental quality on Port property and the surrounding region.
3. To promote environmental advocacy, the Port of Olympia will:
- a. Strive to lead by example, by incorporating responsible and progressive environmental practices whenever possible, and supporting research and public policy that contributes to an improving local and global environment;
 - b. Endeavor to create a Port of Olympia culture that is committed, motivated and active in reducing adverse environmental impacts and promoting positive environmental goals;
 - c. Engage with employees, tenants, the public, surrounding communities, Tribes, and other stakeholders on Port environmental matters;
 - d. Maintain good citizenship, a proactive dialog, and alignment, to the extent possible, on environmental issues with local Tribes, Thurston County, City of Olympia, City of Tumwater, City of Lacey, other ports, industry, governmental agencies and the community, including environmental groups, and other external organizations; and
 - e. Encourage collaboration with other Ports to develop policies to reduce adverse environmental impacts of port activities and promote positive environmental goals.

Teamwork and Systems Approach

Environmental concerns are part of many Port activities. To address these, Port employees should demonstrate a collaborative style with excellent problem solving and judgment skills coupled with unquestioned integrity. These activities include but are not limited to:

- Business and infrastructure planning and development,
- Facility demolition and construction,
- Real estate transactions,
- Terminal operations,
- Asset maintenance,
- Customer service, and
- External outreach.

The Port's environmental procedures support a collaborative management approach to achieving our environmental policy. Because no two projects/activities are alike, frequent communication regarding planned and ongoing activities is a key component of our success. To achieve the Environmental Guidelines, Port staff in all departments will work as a team and in a consistent manner.

 PORT of OLYMPIA POLICIES & PROCEDURES MANUAL		Page:	3 of 3
Section:	1300 ENVIRONMENTAL POLICY & PROCEDURE	Revision Date:	10/2019
Policy:	ENVIRONMENTAL STEWARDSHIP AND COMPLIANCE	Policy No.	1301
Approver:	COMMISSION	Resolution	Yes

Applicability

This policy and associated procedures are applicable to activities of Port employees and to Labor, customers, tenants, contractors, and other terminal users when they operate on Port property. All Port employees are expected to conduct their work in a manner that is consistent with this policy and its procedures. Port Directors are also expected to integrate environmental costs, environmental risks, and environmental impacts into Port projects, business planning, and other operations. The Port will continually seek opportunities to evaluate and improve operational efficiency and practices.

Tenant Assistance

Conducting Port operations in a manner that is consistent with Port policies and procedures is one part of the Port's environmental stewardship strategy. Other aspects include providing assistance to Port tenants in meeting their environmental regulations, improving the environmental condition of Port-owned properties, and moving towards sustainable practices. Current tenant assistance focuses on promoting appropriate environmental practices, improving environmental conditions, preventing environmental contamination, improving materials management procedures, and preventing pollution.