

DEPP: What You Need to Know CCD-301.03

1) What is the DEPP?

The *Denver Environmental Performance Program* is a City-wide approach to managing environmental performance across agencies, geared towards continual improvement. The DEPP seeks certification to ISO 14001, a globally recognized standard for environmental management. The city conducts an internal and external audit every year as part of the program.

The City's administrator is available for more information.

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2) Environmental Procedures, and other DEPP core documents are found at:

<https://public.powerdms.com/DenverEQD/tree>

3) The DEPP is based on Denver's [Environmental Policy](#) committing to:

- **Protect** the environment
- **Prevent** or reduce (pollution, emissions, wastes, etc.)
- Exceed **Compliance** (with environmental regulations)
- **Continual Improvement** ("Right today, Better tomorrow!")

4) Know how your job can impact the environment (**Significant Environmental Aspects**). Examples include Fueling, Spills, and Stormwater. A complete list of the City's significant environmental aspects is found in the [DEPP System Manual](#) on page 3.

[Environmental Procedures](#) help us manage work with spills, cleaning, maintenance, fueling, etc.

5) The annual [Workplan](#) measures progress on environmental performance.6) During a DEPP **audit**, answer questions asked to the best of your ability. "Do your best and forget the rest." Discovering areas to improve is part of the audit and the DEPP program itself. The three types of audit findings are: 1. Positive Practices 2. Opportunities for Improvement 3. Nonconformances. The DEPP team will work with you following an audit to make corrections if necessary.

EMS: What you Need to Know**FACILITY BEST PRACTICES & AUDIT PARTICIPATION**

The following items are reviewed during environmental training provided by DDPHE, and they are reiterated and supported by DDPHE's Facility Compliance team throughout the year. Each facility is responsible for maintaining its own environmental best practices, housekeeping, and alerting DDPHE when service is needed at their facility. These items may also be subject to questioning by auditors when observed during a DEPP audit. Note, not all items will apply to every facility, division, or department.

- Drum/container lids are closed and secure, and labeled
- Maintain aisle space between drums for access, use, and inspection
- Regulated, hazardous, and non-hazardous wastes are stored inside drums: not next to, on top of, on the ground, outside, trash dumpsters, etc.
- Correct emergency contact numbers are posted
- Spills are cleaned up promptly, and spill kits are properly stocked
- Training records are available (Workday, from DDPHE's environmental trainer, or on-site)
- Records and/or procedures for equipment requiring calibration available for review
- Copies of environmental certifications available
- Be aware and have applicable environmental inspection records: Form A's (waste logs), monthly tanks inspections, daily checks, etc.
- Be aware and have applicable environmental permits: air permits, waste tire, etc.
- Universal waste is properly stored and labeled
- Have current SDS
- Flammable cabinets, janitorial closets, and chemical storage are organized
- Drains: know where your drains go to – sanitary, storm, sand/oil trap, etc.
- Current Denver Environmental Policy posted and knowledge of how it applies to work

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