



TEXAS MILITARY DEPARTMENT

DIRECTIVE

TMD-CFMO
DISTRIBUTION: A

TMDD 4700.04
OCT 04 2023

ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) TEAM CHARTER

Reference: Army Regulation (AR) 200-1, "Environmental Protection and Enhancement," dated 12 December 2007

1. Purpose. This directive establishes the Texas Military Department (TMD) Environmental Management System (EMS) Team.
2. Cancellation. Replaces all previous EMS Team Charters.
3. Applicability. This directive applies to all TMD agencies and personnel.
4. Policy. The Environmental Management System (EMS) Team works to improve existing systems to maintain EMS conformance. The team assists proponents with meeting agency strategic performance goals under the TMD strategic plan and published environmental policy. The EMS Team will convene bi-annually.
5. Definitions. None.
6. Responsibilities. The EMS Team is responsible for all aspects of EMS maintenance and oversight. Facilitates EMS initiatives and monitors achievement of objectives and targets in support of The Adjutant General's (TAG) vision, mission, and goals.
 - a. *Chairperson*.
 - (1) Formally assigned by TAG as TMD EMS Management Representative (MR).
 - (2) Represents the EMS Team to the agency and provides quarterly briefings to the EQCC on behalf of the Team.
 - (3) Facilitates/coordinates the efforts of the EMS Team.

(4) Sets the agenda, notifies members of meetings, and keeps records for audit purposes.

(5) Ensures issues, concerns, and assigned tasks are addressed.

b. Environmental Management System (EMS) Coordinator.

(1) Facilitates/coordinates the efforts of the EMS Team.

(2) Prepares and maintains records for audit purposes.

(3) Implements the day to day required duties for the EMS Team in coordination and at the direction of the Chair.

(4) Coordinates directly with EMS Team Members to ensure issues, concerns, and assigned tasks are addressed.

c. Team Member.

(1) Acts as the subject matter expert for broad based functional areas.

(2) Review, update, and maintain the list of aspects and impacts for TMD annually and as needed due to operational and organizational changes.

(3) Establish EMS measurements using existing TMD data or create new measurement methods designed to track performance and progress.

(4) Assist proponents with development of action plans with short and long-term objectives and targets per EMS requirements.

(5) Monitor achievement of objectives and conduct trend analysis.

(6) Conduct outreach and awareness as directed by EQCC.

(7) Oversee maintenance of EMS elements and initiatives.

(8) Recommend changes when agency is not achieving established objectives or targets.

(9) Assist with implementing improvements focused on sustaining the operation while balancing environmental considerations.

(10) Evaluate and provide input for decision by EQCC or command group on corrective actions for continual improvement.

(11) Facilitate task completion as directed by EQCC.

7. Summary of Changes. There were no substantive changes to this directive.
8. Releasability. The release of this directive is unlimited and will be available to the public.
9. Effective Date. This directive is effective upon publication and must be revised, reissued, canceled, or certified as current every five years.



Thomas M. Suelzer
THOMAS M. SUELZER
Major General, TXANG
Adjutant General

Enclosure:
A – Membership

ENCLOSURE A**MEMBERSHIP**

| POSITION/OFFICE | AREA COVERED |
|--|--|
| Chairperson – EMS Management Representative | EMS Program Supervisor |
| EMS Coordinator | EMS Coordinator |
| Director, Office of State Administration (OSA) | State contracting and procurement |
| USPFO | Contracting and Federal sustainable acquisition |
| Public Affairs Office (PAO) | Public Affairs support |
| Director of Manpower and Personnel - J1 | Federal/military/state sustainability and human resource/behavior/policy modification issues |
| Director of Operations - J3 | Army Operations input & Training |
| Director of Logistics - J4 | Logistics, Surface Maintenance, Supply |
| Director of Plans - J5 | ACOE & Organizational Excellence |
| Training Centers Command | Training Sites |
| Energy Manager, CFMO | Army Guard Energy and Sustainability Programs |
| Environmental Representative, CFMO | Army Guard compliance, natural resources, cultural resources, training, awareness, document control, and records control |
| Wing Environmental Representative, ANG | Air Guard compliance, natural resources, cultural resources, training, awareness, document control, and records control |
| Facilities Planning, CFMO | Master planning, LEED for new construction, infrastructure planning |
| Recycling & Solid Waste, CFMO | Solid waste management and recycling areas |

Table 1. Environmental Management System (EMS) Team Membership