

**P2 in Contracting Subcommittee-Meeting Minutes Highlights**  
**Washington Navy Yard**  
**1333 Isaac Hull Avenue, SE**  
**Washington DC 20376**  
**9 September 2003**

**INTRODUCTION**

The participants included: Frank Caponiti, Bert Torres, Kim Gray, Ben Zlateff, Tom Cook, Dave Cartwright, and Lee Hall. Not Participating LTJG Jon Pentzien, Mark Pfarrer, Chris Fair, and Jim McCarty.

**REVIEW OF PRODUCTS**

**P2 in Contracting Pamphlet and P2 Frequently Asked Questions (FAQ)**

The updates to the pamphlet and FAQ were considered to be minor in change. A new draft of the pamphlet and FAQ's will be provided to LTJG Pentzien for final review and forward up the chain for final product delivery.

**DISCUSSION DISBANDMENT OF SUBCOMMITTEE**

Once the group decided that there were only grammatical changes needed to the 2 products the focus was turned to the possible disbandment of the subcommittee. Mr. Cook started off by asking the group if Government Owned – Contractor Operated (GOCO) would affect anyone regarding Tier II reporting. Under Executive Order (EO) 13148, "Greening the Government Through Leadership in Environmental Management" requires federal agencies to comply with the provisions of the Emergency Planning and Community Right-to-Know Act (EPCRA). EO 13148 does not alter nor remove any existing legal obligation of the private contractor of a government owned - contractor operated (GOCO) federal facility to report. EPCRA requires reporting by the owner or operator of a facility. This means that although the federal agency with control of a covered GOCO facility will report under EPCRA as required under EO 13148; a contractor operating the facility who is already subject to EPCRA still is legally responsible for submission of signed and certified EPCRA reports in a comprehensive and timely manner. The final result was no, even though NAVSEA does have some GOCO, they are managed through someone else.

The PDS was reviewed next to see if the group wanted to look into some of the pending products. The list goes as followed:

- Clearing House – The consensus was no. It was recommended that this be an agenda topic for the next P2WG meeting to be held in December 2003.
- P2 in ROICC Contracting Process Guidance – The consensus was no. At the CNI standup the ROICC is more in the driver seat for MIL CONS and Services, especially for Class 1 (land) and Class 2 (buildings) properties, trash and recyclables. This is not an issue for NAVSEA. NAVSEA will have mission readiness.
- Environmentally Preferable Product Guidance
  - Affirmative Procurement Guidance (Field Activity, SUPSHIP, Headquarters) –  
The consensus was no since AP is EPA terminology for "buying recycled-content products" that are applicable to federal, state, local agencies, or government contractors using appropriated federal funds. With Executive Order 13101, "Greening the Government Through Waste Prevention, Recycling, and Federal Acquisition," re-emphasizing the procurement and use of environmentally preferable products, there was nothing this subcommittee could do.

However, the subcommittee agreed that it would be beneficial if Mr. Cook would give a presentation at the next P2WG meeting on Affirmative Procurement and Environmentally Preferable Purchasing to include their differences, what they involve, and what the requirements are. The purpose of the presentation would be to bring everyone up to speed on the two topics and help to determine the course of the P2WG (or the subcommittee) regarding the topics.

Lastly the group voted on how they felt about disbanding the subcommittee. The subcommittee recommended unanimously reconvening the subcommittee only as needed.

**ADJOURN**

The next meeting will be on an as needed basis.