

March 14, 2008

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NO. 07-31
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TO: ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS

FROM: ESTHER R. JOHNSON, Ed.D.
National Director
Office of Job Corps

SUBJECT: Report for Fiscal Year 2007 – Requirement – Resource Conservation and Recovery Act, Farm Security and Rural Investment Act, and Executive Order 13423, Sec. 2(D) and (E)

1. Purpose. To require submission of annual data regarding Job Corps centers' green purchasing activity as defined under the subject federal requirements.

2. Background. Under the provisions of the Resource Conservation and Recovery Act (RCRA), Farm Security and Rural Investment Act (FSRIA), and Executive Order 13423, Sec. 2(D) and (E), all federal agencies are required to report annually regarding their progress in achieving the green purchasing standard for success on the Office of Management and Budget (OMB) Scorecard for Environmental Stewardship. The following items have been identified as specific EPA-Designated Recycled Content Products, and agencies must report on purchases of each type of item:
 - a. Commercial Sanitary Tissue Products
 - b. Toner Cartridges
 - c. Landscaping Timbers
 - d. Park Benches & Picnic Tables
 - e. Traffic Barricades
 - f. Engine Lubricating Oil
 - g. Signage

In addition, agencies must report on efforts regarding:

- a. Solid Waste Prevention and Recycling
- b. Management Controls
- c. Environmentally Preferable Product Purchasing
- d. Biobased Purchasing

3. Action. Each Job Corps center must prepare and submit the attached report describing purchase activity and efforts in support of the government's green purchasing and environmental stewardship requirements. The report must cover activity during fiscal year (FY) 2007 (October 1, 2006 – September 30, 2007). This initial report should reflect your best estimates for FY 2007 activity. Beginning with FY 2008, all centers must track expenditures under each category for future reports.

The FY 2007 report must be submitted to the attention of Renee Evans at evans.renee@dol.gov no later than March 20, 2008.

Addressees are to ensure that this Program Instruction is distributed to all appropriate staff.

4. Expiration Date. Until Superseded.
5. Inquiries. Inquiries should be directed to Renee Evans at evans.renee@dol.gov.

Attachment

FY 2007 RCRA/FSRIA/EO 13423 Report