

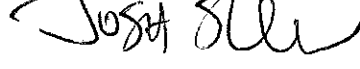


Department of Energy

Washington, DC 20585

MAY 31 2016

MEMORANDUM FOR DISTRIBUTION

FROM: JOSH SILVERMAN 
ACTING DIRECTOR
OFFICE OF ENVIRONMENTAL PROTECTION AND ES&H
REPORTING
OFFICE OF ENVIRONMENT, HEALTH, SAFETY AND SECURITY

SUBJECT: Guidance for the Preparation of Department of Energy Annual Site
Environmental Reports for Calendar Year 2015

This memorandum transmits guidance for the preparation of Department of Energy (DOE) Annual Site Environmental Reports (ASERs) for calendar year 2015, required by DOE Order (O) 231.1B, *Environment, Safety and Health Reporting*.

The ASER serves as the principal document for reporting annual site environmental and operating experience performance information within DOE, and as a resource for communicating DOE environmental protection performance information to stakeholders and members of the public living near DOE sites. The ASER also serves as the primary mechanism for documenting compliance with DOE's requirements for radiation protection of the public and environment.

Copies of the calendar year 2015 ASERs must be distributed and made available to the public by October 1, 2016. As the DOE O 231.1B functions and responsibilities of the former Office of Health, Safety and Security are now assigned to the Office of Environment, Health, Safety and Security, the copy of the ASER required for the former Chief of Health, Safety and Security should be submitted to my attention at the Office of Environmental Protection and ES&H Reporting (AU-20), within the Office of Associate Under Secretary for Environment, Health, Safety and Security. If you have questions regarding the attached guidance, please contact Ross Natoli, of my staff, at (202) 586-1336 or by e-mail at: Ross.Natoli@hq.doe.gov, for more information. The attached guidance is available at <http://energy.gov/ehss/policy-guidance-reports/environment-policy-guidance-reports/annual-site-environmental-reports>.

Attachment: Guidance for Preparation of the 2015 DOE Annual Site
Environmental Reports

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Environmental Reports for Calendar Year 2015

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