

3 NATIONAL ENVIRONMENTAL POLICY ACT

4
5 NIST S 7301.14

6 Approval Date: 01/12/2021

7 Effective Date¹: 01/25/2018
8
9

10 1. PURPOSE

11 This suborder delineates the requirements for assessing the environmental impact of NIST
12 actions (see Section 7, DEFINITIONS) in accordance with the National Environmental
13 Policy Act (NEPA), 42 USC 4321 et seq.
14
15

16 2. BACKGROUND

17 Signed into law in 1970, NEPA provides a framework for federal agencies to consider
18 environmental impacts in their decision-making. NEPA directs federal agencies to analyze
19 and assess the environmental effects of their proposed actions and viable alternatives,
20 consider mitigation measures for limiting the environmental effects of their actions, and as
21 appropriate, involve and inform the public in their decision-making process. The overall
22 intent of NEPA is to have federal agencies make better environmental decisions.
23

24 In 1978, the White House Council on Environmental Quality (CEQ) promulgated regulations
25 [\[40 Code of Federal Regulations \(CFR\) Parts 1500-1508\]](#) implementing NEPA that are
26 binding on all federal agencies.
27

28 In accordance with Department Administrative Order 216-6, dated January 18, 2017, the
29 Department of Commerce (DOC) Assistant General Counsel for Administration and
30 Transactions is the designated DOC NEPA Officer. The DOC NEPA Officer has delegated
31 interim authority for NIST's Associate Director of Management Resources to administer a
32 NEPA Compliance Program and serve as NIST's NEPA Coordinator.
33
34

35 3. APPLICABILITY

- 36 a. The provisions of this suborder apply to any NIST decision on a proposal for action that
37 would result in a physical effect on the human environment. Actions may include new and

¹ For revision history, see Appendix A.

38 continuing activities, including projects and programs entirely or partly financed, assisted,
39 conducted, regulated, or approved by NIST; new or revised agency rules, regulations, plans,
40 policies, or procedures; and legislative proposals.

41
42 If there is any uncertainty regarding the application of NEPA, a determination shall be made
43 by the NIST NEPA Coordinator. As needed, the NIST NEPA coordinator shall consult with
44 the NIST Office of Chief Counsel, the CEQ, or both.

- 45
46 b. This suborder does not apply to actions that may have impacts on the environment
47 exclusively outside the geographic borders of the United States, its territories, and its
48 possessions, which are subject to Executive Order 12114, Environmental Effects Abroad of
49 Major Federal Action, and Department Administrative Order 216-12, Environmental Effects
50 Abroad of Major Federal Actions.

51
52
53 **4. LEGAL AUTHORITIES AND REFERENCES**

- 54 a. [42 U.S.C. § 4321 et seq.](#), NEPA
55
56 b. [40 CFR Parts 1500 to 1508](#), Council on Environmental Quality (CEQ) Regulations for
57 Implementing the Procedural Provisions of NEPA (CEQ Regulations)
58
59 c. [36 CFR 800](#), Protection of Historic Properties
60
61 d. [Executive Order 12114](#), Environmental Effects Abroad of Major Federal Action
62
63 e. [Department Administrative Order 216-6](#), Implementing NEPA
64
65 f. [Department Administrative Order 216-12](#), Environmental Effects Abroad of Major Federal
66 Actions
67
68 g. [CEQ NEPA Guidance and Publications, 1976-2016](#)
69
70 h. [DOC Categorical Exclusions, 74 Fed. Reg. 33,204 \(July 10, 2009\)](#)

71
72
73 **5. APPLICABLE NIST DIRECTIVES**

- 74 a. NIST O 7301.00: [Environmental Management](#)
75
76 b. NIST S 7301.01: [Environmental Management System](#)
77

78 **6. REQUIREMENTS**

79 a. General Requirements.

80 NIST shall:

81

82 (1) Comply with CEQ Regulations ([40 CFR Parts 1500 to 1508](#)) and regulations for the
83 Protection of Historic Properties ([36 CFR 800](#));

84

85 (2) When an action is proposed, determine whether NEPA review requirements apply, and
86 what level of review is likely required;

87

88 (3) Consider the environmental impacts of proposed actions early in planning processes and
89 in conjunction with mission requirements and objectives;

90

91 (4) Prepare appropriate environmental documentation [see Section 6b(3)], as required in the
92 CEQ Regulations;

93

94 (5) For actions with interest external to NIST, engage the public in the planning process
95 and evaluation of environmental impacts (e.g. public meetings, document review);

96

97 (6) Identify potential federal, state, local and tribal agencies with jurisdiction/interest in
98 NIST actions, and consult and coordinate with these agencies in the NEPA process;

99

100 (7) Incorporate NEPA compliance into NIST's Environmental Management System;

101

102 (8) Review and provide comments on draft NEPA documents submitted by other federal
103 agencies where the action relates to NIST's mission or operations;

104

105 (9) Identify cooperating agencies with jurisdiction by law or special expertise over NIST
106 actions; request their participation; and involve them appropriately in development of
107 NEPA documentation.

108

109 (10) Participate as a cooperating agency when requested by another federal agency when
110 NIST has jurisdiction or special expertise over an environmental issue related to the
111 agency's action.

112

113 b. Incorporating NEPA into NIST Planning Processes. Early in the NIST planning process for
114 potential major actions (see Section 7, DEFINITIONS.):

115

- 116 (1) The **action proponent** (e.g., project manager) (see Section 7, DEFINITIONS) shall
117 define the action thoroughly, including the purpose and need for the action, location(s),
118 scope of activities, resources required, schedule, and participants.
119
- 120 (2) The action proponent shall initiate a review of the action by the NIST NEPA
121 Coordinator. The NIST NEPA Coordinator shall determine if the action:
122
- 123 (a) Is exempt from NEPA;
124
- 125 (b) Meets the criteria of an approved CATEX, and, if so, whether the action involves
126 extraordinary circumstances;
127
- 128 (c) Requires the preparation of an **environmental assessment (EA)** (see Section 7,
129 DEFINITIONS); or
130
- 131 (d) Requires the preparation of an **environmental impact statement (EIS)** (see Section
132 7, DEFINITIONS).
133
134
- 135 (3) Detailed procedures for each of the options listed in Section 6b(2) are discussed below.
136 Further detailed procedures are provided in the CEQ Regulations, [40 CFR Parts 1500 to](#)
137 [1508](#), and [CEQ NEPA Guidance and Publications, 1976-2016](#).
138
- 139 (a) CATEX
140
- 141 i. A Categorical Exclusion or CATEX is a category of actions which do not
142 have a significant environmental impact and which have been identified as
143 such by a federal agency in their NEPA implementing procedures. Actions
144 that meet the criteria of a CATEX do not require an EA or EIS. The
145 Department of Commerce (DOC) has established standard CATEXs as
146 published in the Federal Register, 74 Fed. Reg. 33,204 (July 10, 2009).
147
- 148 ii. If there is any uncertainty regarding the application of a CATEX to a NIST
149 action, or qualifications to be met, the NIST NEPA Coordinator will prepare a
150 memorandum justifying the application of the CATEX and evaluating
151 whether extraordinary circumstances exist. The CATEX Memo shall be
152 approved and signed by the NIST NEPA Coordinator; the NIST Senior
153 Manager (OU Director or higher) responsible for the project; and the NIST
154 Chief Facilities Management Officer (CFMO). If the approved memo

155 determines that a CATEX applies and no extraordinary circumstances exist,
156 the project is approved to proceed.

157
158 (b) EA

159
160 i. An Environmental Assessment (EA) shall be prepared for each major action
161 that does not meet the criteria for a CATEX, but does not immediately rise to
162 the level of an EIS. If it is determined that an EA shall be prepared, the action
163 proponent shall make arrangement for the completion of this document. The
164 EA shall be prepared in accordance with the CEQ Regulations, [40 CFR Parts](#)
165 [1500 to 1508](#), and [CEQ NEPA Guidance and Publications, 1976-2016](#).

166
167 ii. An EA includes a brief discussion of:

168 (i) The need for the proposed action;

169 (ii) Reasonable alternatives to the proposed action;

170 (iii) The direct, indirect, and cumulative environmental impacts of the
171 proposed action and alternatives; and

172 (iv) A listing of agencies and persons consulted.

173
174
175
176
177
178 iii. Based on the scope and level of controversy associated with the project, an
179 EA may include review by applicable government agencies, and public
180 outreach including public meetings and document review. The level of review
181 and public outreach needed shall be determined by the NIST NEPA
182 Coordinator in consultation with the Office of the Chief Counsel for NIST and
183 the NIST Public Affairs Office, as appropriate.

184
185 iv. At a minimum, the draft EA shall be reviewed by the NIST NEPA
186 Coordinator; the NIST Senior Manager responsible for the project; and the
187 CFMO. All comments shall be considered in the final EA.

188
189 v. Based on the findings of the EA, the following actions can occur:

190 (i) If the EA determines that the action will not have significant
191 environmental impacts, a **Finding of No Significant Impact (FONSI)**
192 (see Section 7, DEFINITIONS) shall be issued. A FONSI summarizes
193 the findings of the EA and presents the reasons why the EA has
194

195 concluded that no significant environmental impacts are expected from
196 the proposed action.

197
198 (ii) The FONSI shall be approved and signed, or disapproved, by the NIST
199 Senior Manager responsible for the project; the NIST NEPA
200 Coordinator; and the CFMO. Based on the complexity of the project,
201 the Final EA and FONSI may be submitted for review by applicable
202 government agencies and the public. Once review has been completed
203 and concurrence received, the project can proceed.

204
205 (iii) If the EA determines that the environmental impacts of the proposed
206 action will be significant, an EIS shall be prepared.

207
208 (c) EIS

209
210 i. The decision to prepare an EIS can be made at the conclusion of an EA, or it
211 can be made in the initial planning of a project. It may be apparent in the
212 initial planning that the expected impacts of a proposed action are significant,
213 and that an EIS shall be required without preparing an EA.

214
215 ii. An EIS generally:
216
217 (i) Is a more detailed, higher level of environmental analysis than an EA,
218 often involving direct measurements and data collection;
219
220 (ii) Requires more procedural reviews, public meetings, and outreach;
221
222 (iii) Is intended for large projects that are expected to have significant
223 environmental impacts and for projects that have caused significant
224 public controversy.

225
226 iii. The action proponent shall make arrangements for the completion of an EIS.
227 A draft EIS shall be reviewed by the NIST NEPA Coordinator, the NIST
228 Senior Manager responsible for the project, the CFMO, U.S. Environmental
229 Protection Agency, other applicable government agencies, and the public. All
230 comments are responded to and, as appropriate incorporated into a final EIS.

231
232 iv. Based on the findings of the EIS, a **Record of Decision (ROD)** (see Section 7,
233 DEFINITIONS) is prepared that summarizes the findings and the decision(s)
234 reached on the project. The NIST Senior Manager responsible for the project

235 shall approve and sign the ROD along with the NIST NEPA Coordinator and
236 the CFMO. The ROD is published with the Final EIS for review by the U.S.
237 Environmental Protection Agency, applicable government agencies and the
238 public. Once review has been completed and concurrence is received, the
239 decision of the ROD may be implemented.

- 240
- 241 c. NIST EA/EIS Requirements. In conducting an EA/EIS, NIST shall:
- 242
- 243 (1) Implement a systematic, interdisciplinary approach to proactively consider
244 environmental impacts;
 - 245
 - 246 (2) Identify and consider the full range of reasonable alternatives and mitigation measures;
 - 247
 - 248 (3) Conduct an open process of determining the scope of issues that the project will impact
249 internal and external to NIST;
 - 250
 - 251 (4) Consider the context and intensity of the potential direct, indirect, and cumulative
252 environmental effects of the proposed action and the alternatives;
 - 253
 - 254 (5) Include a review of the projected impacts to historic properties in accordance with
255 Section 106 of the National Historic Preservation Act. The grounds and landscape of the
256 NIST-Gaithersburg campus have been determined to be National Register eligible
257 historic resources. Each historic review shall be coordinated by and with the NIST
258 Federal Preservation Officer.
 - 259
 - 260 (6) Consider mitigation measures, and the monitoring required to implement mitigation
261 measures;
 - 262
 - 263 (7) As appropriate, and in compliance with NEPA and the CEQ Regulations, involve the
264 public in the decision-making process;
 - 265
 - 266 (8) Conduct NEPA document review and concurrence in accordance with this suborder and
267 NEPA regulations;
 - 268
 - 269 (9) Include federal, state, local and tribal agencies with jurisdiction by law or expertise as
270 cooperating agencies;
 - 271
 - 272 (10) Include other federal, state, local and tribal agencies with interest in the action in all
273 outreach and document review;
 - 274

275 (11) Include the NIST NEPA Coordinator, CFMO, and the Office of the Chief Counsel for
276 NIST in each document review;

277
278 (12) Inform NIST decision makers of environmental issues, concerns, and consequences at
279 critical decision points in the planning process; and

280
281 (13) Document a decision regarding the proposed project in one of two ways:

282
283 (a) A FONSI referencing an EA; or

284
285 (b) A ROD referencing an EIS.

286
287

288 **7. DEFINITIONS**

289 Terms quoted directly from NEPA Regulations are noted.

290

291 a. Actions – New and continuing activities, including programs and projects entirely or partly
292 financed, assisted, conducted, or approved by NIST.

293

294 b. Action Proponent – The NIST individual assigned the responsibility for initiating and
295 managing an action.

296

297 c. Categorical Exclusion (CATEX) – A category of actions that do not individually or
298 cumulatively have a significant effect on the human environment and which have been found
299 to have no such effect on procedures adopted by a federal agency in implementing the CEQ
300 Regulations ([40 CFR 1508.4](#)). An EA or EIS is not required for an action covered by a
301 CATEX.

302

303 d. Environmental Assessment – As described in [40 CFR 1508.9](#), a concise public document, for
304 which a federal agency is responsible, that serves to:

305

306 (1) Briefly provide sufficient evidence and analysis for determining whether to prepare an
307 environmental impact statement or a finding of no significant impact.

308

309 (2) Aid an agency's compliance with the Act (NEPA) when no environmental impact
310 statement is necessary.

311

312 (3) Facilitate preparation of a statement when one is necessary.

313

- 314 e. Environmental Impact Statement (EIS) – A detailed written statement as required by Section
315 102(2)(C) of the NEPA ([40 CFR 1502](#)). An EIS will include:
316
317 (1) The environmental impact of the proposed action;
318
319 (2) Any adverse environmental effects which cannot be avoided should the proposal be
320 implemented;
321
322 (3) Alternatives to the proposed action;
323
324 (4) The relationship between local short-term uses of man’s environment and the
325 maintenance and enhancement of long-term productivity; and
326
327 (5) Any irreversible and irretrievable commitments of resources which would be involved in
328 the proposed action should it be implemented.
329
- 330 f. Finding of No Significant Impact (FONSI) – A document prepared by a federal agency
331 briefly presenting the reasons why an action, not otherwise excluded, will not have a
332 significant effect on the human environment and for which an environmental impact
333 statement therefore will not be prepared. It shall include the environmental assessment or a
334 summary of it and shall note any other environmental documents related to it. If the
335 assessment is included, the finding need not repeat any of the discussion in the assessment
336 but may incorporate it by reference ([40 CFR 1508.13](#)).
337
- 338 g. Major Federal Action – Actions with effects that may be major and which are potentially
339 subject to federal control and responsibility. “Major” reinforces but does not have a meaning
340 independent of “significant” ([40 CFR 1508.27](#)). Actions include the circumstance where the
341 responsible officials fail to act and that failure to act is reviewable by courts or administrative
342 tribunals under the Administrative Procedure Act or other applicable law as agency action.
343
- 344 (1) Actions include new and continuing activities, including projects and programs entirely
345 or partly financed, assisted, conducted, regulated, or approved by federal agencies; new
346 or revised agency rules, regulations, plans, policies, or procedures; and legislative
347 proposals ([40 CFR. 1506.8](#)). Actions do not include funding assistance solely in the form
348 of general revenue sharing funds, distributed under the State and Local Fiscal Assistance
349 Act of 1972, 31 U.S.C. 1221 et seq., with no federal agency control over the subsequent
350 use of such funds. Actions do not include bringing judicial or administrative civil or
351 criminal enforcement actions.
352
- 353 (2) Federal actions tend to fall within one of the following categories:

- 354
- 355 (a) Adoption of official policy, such as rules, regulations, and interpretations adopted
- 356 pursuant to the Administrative Procedure Act, 5 U.S.C. 551 et seq.; treaties and
- 357 international conventions or agreements; formal documents establishing an agency's
- 358 policies which will result in or substantially alter agency programs;
- 359
- 360 (b) Adoption of formal plans, such as official documents prepared or approved by federal
- 361 agencies which guide or prescribe alternative uses of federal resources, upon which
- 362 future agency actions will be based;
- 363
- 364 (c) Adoption of programs, such as a group of concerted actions to implement a specific
- 365 policy or plan;
- 366
- 367 (d) Systematic and connected agency decisions allocating agency resources to implement
- 368 a specific statutory program or executive order; and
- 369
- 370 (e) Approval of specific projects, such as construction or management activities located
- 371 in a defined geographic area. Projects include actions approved by permit or other
- 372 regulatory decision as well as federal and federally assisted activities ([40 CFR](#)
- 373 [1508.18](#)).
- 374
- 375 h. Record of Decision (ROD) – A public document that records a federal agency's decision(s)
- 376 regarding a proposed action that are based on the findings of an EIS.
- 377
- 378 i. Section 106 of the National Historic Preservation Act – Federal law that requires federal
- 379 agencies to take into account the effects of their undertakings on historic properties. The
- 380 historic preservation review process mandated by Section 106 is outlined in [36 CFR 800](#),
- 381 "Protection of Historic Properties."
- 382
- 383 j. Significant/Significantly – From [40 CFR 1508.27](#): Significant/Significantly requires
- 384 considerations of both context and intensity:
- 385
- 386 (1) Context. This means that the significance of an action must be analyzed in several
- 387 contexts such as society as a whole (human, national), the affected region, the affected
- 388 interests, and the locality. Significance varies with the setting of the proposed action. For
- 389 instance, in the case of a site-specific action, significance would usually depend upon the
- 390 effects in the locale rather than in the world as a whole. Both short- and long-term effects
- 391 are relevant.
- 392

- 393 (2) Intensity. This refers to the severity of impact. Responsible officials must bear in mind
394 that more than one agency may make decisions about partial aspects of a major action.
395 The following should be considered in evaluating intensity:
396
- 397 (a) Impacts that may be both beneficial and adverse. A significant effect may exist even
398 if the federal agency believes that on balance the effect will be beneficial.
399
 - 400 (b) The degree to which the proposed action affects public health or safety.
401
 - 402 (c) Unique characteristics of the geographic area such as proximity to historic or cultural
403 resources, park lands, prime farmlands, wetlands, wild and scenic rivers, or
404 ecologically critical areas.
405
 - 406 (d) The degree to which the effects on the quality of the human environment are likely to
407 be highly controversial.
408
 - 409 (e) The degree to which the possible effects on the human environment are highly
410 uncertain or involve unique or unknown risks.
411
 - 412 (f) The degree to which the action may establish a precedent for future actions with
413 significant effects or represents a decision in principle about a future consideration.
414
 - 415 (g) Whether the action is related to other actions with individually insignificant but
416 cumulatively significant impacts. Significance exists if it is reasonable to anticipate a
417 cumulatively significant impact on the environment. Significance cannot be avoided
418 by terming an action temporary or by breaking it down into small component parts.
419
 - 420 (h) The degree to which the action may adversely affect districts, sites, highways,
421 structures, or objects listed in or eligible for listing in the National Register of
422 Historic Places or may cause loss or destruction of significant scientific, cultural, or
423 historical resources.
424
 - 425 (i) The degree to which the action may adversely affect an endangered or threatened
426 species or its habitat that has been determined to be critical under the Endangered
427 Species Act of 1973.
428
 - 429 (j) Whether the action threatens a violation of federal, state, or local law or requirements
430 imposed for the protection of the environment.
431

432 **8. ACRONYMS**

- 433 a. CATEX – Categorical Exclusion
434
435 b. CEQ – White House Council on Environmental Quality
436
437 c. CFMO – NIST Chief Facilities Management Officer
438
439 d. CFR – Code of Federal Regulations
440
441 e. DOC – Department of Commerce
442
443 f. EA – Environmental Assessment
444
445 g. EIS – Environmental Impact Statement
446
447 h. FONSI – Finding of No Significant Impact
448
449 i. NEPA – National Environmental Policy Act
450
451 j. Organizational Unit – OU
452
453 k. ROD – Record of Decision
454
455

456 **9. RESPONSIBILITIES**

- 457 a. NIST Director (Under Secretary of Commerce for Standards and Technology):
458
459 (1) Directing NIST Associate Directors and OU Directors to ensure that environmental
460 reviews (as described in this suborder) are incorporated into NIST planning and decision-
461 making processes.
462
463 b. Chief Safety Officer:
464
465 (1) Serving as the NIST NEPA Coordinator or delegating the authority to carry out the
466 responsibilities of the NIST NEPA Coordinator to another NIST employee;
467
468 (2) Overseeing the implementation of the requirements of this suborder;
469
470 (3) Advising the NIST Director on any environmental reviews that are highly controversial
471 or significant; and

472 (4) Supporting early, proactive incorporation of environmental reviews and NEPA processes
473 into NIST planning and decision making;

474

475 c. Chief Facilities Management Officer

476

477 (1) Appointing the NIST Federal Preservation Officer;

478

479 (2) Meeting the OU Director responsibilities discussed in Section 9d below;

480

481 (3) Reviewing EAs and EISs; and

482

483 (4) Reviewing and approving or disapproving CATEX Memos, FONSI, and RODs.

484

485 d. Senior Managers Responsible for Projects (OU Director or higher):

486

487 (1) Designating Action Proponents (e.g., project managers, principal investigators) for
488 projects, programs, policies or other actions in planning;

489

490 (2) Ensuring that potential major federal actions to be undertaken by their OU are brought to
491 the attention of the NIST NEPA Coordinator early in the planning process to assess the
492 applicability of NEPA;

493

494 (3) Ensuring that Action Proponents are aware of the NEPA process, and that the
495 environmental impacts of their actions will be considered; and

496

497 (4) Planning and budgeting to fulfill NEPA requirements associated with proposed actions
498 (e.g., the costs of an EA may need to be incorporated into a project budget);

499

500 (5) Reviewing EAs and EISs; and

501

502 (6) Reviewing and approving or disapproving CATEX Memos, FONSI, and RODs.

503

504 e. NIST NEPA Coordinator:

505

506 (1) Providing technical advice and training to action proponents, OU Directors, facilities
507 managers, and contracts and grants managers, so that they are aware of, and comply
508 with, the NEPA process;

509

510 (2) Consulting with Action Proponents to identify how the requirements of this suborder
511 will be met;

- 512 (3) Identifying the level of environmental analysis, level of public involvement, and
513 documentation required for NIST major actions;
514
- 515 (4) As needed, consulting with Office of the Chief Counsel for NIST or the CEQ on NEPA
516 related issues;
517
- 518 (5) Conducting technical sufficiency reviews of all NEPA documentation to ensure a high-
519 quality analysis is completed, and provide recommendations of sufficiency/adequacy to
520 the signing official;
521
- 522 (6) Coordinating with other agencies cooperatively and as applicable on NEPA related
523 actions;
524
- 525 (7) Preparing NEPA compliance reports as required, including, but not limited to, program
526 evaluations, NEPA summary reports, and instances where NIST is a cooperating agency
527 on another agency's NEPA action;
528
- 529 (8) Providing and coordinating comments on other agencies' EAs and EISs if they apply to
530 NIST or NIST's areas of responsibility;
531
- 532 (9) Serving as the principal point of contact for NIST on issues related to this suborder and
533 any issues brought before the Council on Environmental Quality;
534
- 535 (10) Reviewing EAs and EISs;
536
- 537 (11) Reviewing and approving or disapproving CATEX Memos, FONSI, and RODs; and
538
- 539 (12) In consultation with Office of the Chief Counsel for NIST, serving as the final decision
540 maker on the approval or disapproval of CATEX Memos, FONSI, and RODs.
541
- 542 f. Leader, Environmental Management Group, Gaithersburg Safety, Health, and Environment
543 Division, Office of Safety, Health, and Environment:
544
- 545 (1) Carrying out the responsibilities of the NIST NEPA Coordinator on behalf of the
546 Chief Safety Officer.
547
- 548 g. NIST Federal Preservation Officer:
549
- 550 (1) Coordinating with state historic preservation agencies to review projected impacts to
551 historic properties as part of an EA or EIS; and

552 (2) Reviewing and commenting on NIST NEPA documents.

553

554 h. Action Proponent:

555

556 (1) Defining the action thoroughly, including the purpose and need for the action, location(s),
557 scope of activities, resources required, schedule, and participants;

558

559 (2) Being aware of the NEPA process and ensuring that their action is reviewed by the
560 NEPA Coordinator;

561

562 (3) Working with the NEPA Coordinator early in the planning process to determine if NEPA
563 is applicable, and if so, the level of analysis and documentation required;

564

565 (4) Securing funding for NEPA analysis and documentation, as necessary;

566

567 (5) Ensuring that project budgets support the level of review required by NEPA; and

568

569 (6) Ensuring the NEPA process is carried out for their action.

570

571

572 **10. DIRECTIVE OWNER**

573 Chief Safety Officer

574

575

576 **11. APPENDICES**

577 A. Revision History

578

Appendix A. Revision History

579

Revision No.	Approval Date	Responsible Person	Brief Description of Change; Rationale
0	01/25/18		<ul style="list-style-type: none">• None – Initial document
1	1/12/21	April Camenisch	<ul style="list-style-type: none">• Updated NIST suborder links.

580