



Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

Maryland Motor Vehicle Administration

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<http://www.mva.maryland.gov/>
State Government
Member since July 2011

Management and Leadership

Environmental Policy Statement

Administrator John T. Kuo signed MVA's Compliance-Focused Environmental Management System Environmental Policy Statement on March 10, 2010. The Environmental Policy Statement is MVA's commitment to environmental protection and sustainability of all natural resources. There are seven elements to the Environmental Policy Statement:

1. *Management Commitment*
2. *Employee Commitment*
3. *Compliance*
4. *Planning*
5. *Sustainability*
6. *Communication*
7. *Continuous Improvement*

The elements are being implemented throughout MVA. MVA employees are expected to become familiar with the Environmental Policy Statement and take the actions necessary to fully implement the Policy.

Environmental Team

MVA is ensuring that it is equipped with sufficient personnel to meet its environmental responsibilities and that each MVA employee understands his/her environmental responsibilities. The MVA has developed what has been named the Compliance-Focused Environmental Management System Core Team. The team is comprised of individuals from Departments within the MVA. The Team meets quarterly to discuss the status of the CFEMS development and to receive information concerning

environmental activities and sustainability opportunities ongoing at MVA. It is the responsibility of the members of the Team to disseminate the information gathered at the quarterly meetings to personnel within their offices. The Departments that are represented include:

Facility Management and Engineering - Environmental Compliance Division, Management, Personnel, and Engineering; Procurement & Contracts; Planning; Risk Management & Safety; Vehicle Emission Inspection Program; Information Technology; Organization Development; Human Resources; Organizational Relations (Public Affairs); Operations (Branches); and Driver and Vehicle Policies and Programs.

Members of the Team have participated in the development and organization of the environmental restoration project identified below.



Environmental Restoration or Community Environmental Projects

MVA has developed a public involvement/community outreach program that promotes environmental awareness and is not required by regulation. The elements of this program focus on public education and environmental awareness through the following activities.

Action	Public Involvement
Apply “No Dumping, Drains to Bay” stencil to all storm drains on property grounds	Visible to public while at MVA facilities.
MVA environmental web page announces program activities including: <ul style="list-style-type: none"> • Proper litter disposal/recycling at HQ • Proper vehicle and garage maintenance • Links to other sites with relevant information including sources such as EPA, MDE, and other environmental groups. 	Announces program activities and ways for public to get involved and provides educational resources including links to locations to recycle various types of materials. MVA Environmental webpage: http://www.mva.maryland.gov/Environmental-Programs/default.htm
Facility signage about litter and recycling, message on scrolling tickerboard promoting the MVA’s recycling program as well as other environmental facts and recommendations, and availability of additional information online. Placed an ad in “My Green Guide, Maryland” promoting our recycling and Stormwater Management Programs. MVA also became a distribution point for the publication.	Visible to public while at MVA facilities and as educational resources and information.
Stormwater Management Brochures	Available at MVA facilities for public use.

Annual Earth Day Celebration and Outreach events.	The public and employees were invited to attend the MVA Earth Day Celebration. This included environmental education display booths by both MVA and outside organizations, recycling opportunities, and environmentally friendly product raffles/giveaways. The MVA has participated in community events promoting what Environmental Awareness and education as well as showing what steps the MVA is taking to be more environmentally friendly.
Cell Phone Recycling	Providing the public with postage free envelopes to send used cell phones to a recycler. Used cell phone envelopes are available at all MVA Branches and the Glen Burnie HQ location. In addition, the MVA VEIP facilities have collection boxes for used cell phones.

Waste

Recycling

Materials that are now recycled by MVA include:

- Paper
- Cardboard
- Aluminum Cans
- Glass Bottles
- Printer Toner Cartridges
- Cell Phones
- Electronics
- Scrap Metal
- Universal Waste

The MVA estimates its recyclable material increased by 62.10 tons from 2009 to 2010 since the formal recycling program and tracking began in April 2010. Currently, the MVA is looking into expanding the recycling program to include additional materials.

Hazardous Waste/Toxic Use Reduction

In 2010, MVA developed an inventory of chemicals (both toxic and non-toxic) being used at MVA Headquarters. MVA sorted and collected all overstock of chemicals at its headquarters facility and properly placed them in a controlled and secure area. Additional quantities have been noted and are available to the maintenance department. Any time a new product is needed, the list is to be checked to see if it is stocked here at the MVA before anything is ordered. The goal of the MVA is to narrow the product inventory to one specific product per use. During the chemical inventory, the MVA pulled and properly disposed of several products that were deemed too hazardous to use on-site. The MVA is currently in the process of selecting more green/environmentally friendly products to use at its locations.



Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.

Learn more at www.green.maryland.gov/registry

