



<b>Other Requirements</b>	
<i>Document Identification Number:</i>	CCD-203.14
<i>Version:</i>	5.3
<i>Revision Date:</i>	December 28, 2010
<i>Document Owner:</i>	EMS Lead (Steve Keenan)
<i>Controlled Copy Location:</i>	Not applicable

## Table of Contents

1.0	Overview.....	1
2.0	Applicable Regulations & Other Requirements .....	2
3.0	Applicable Permits, Plans and Procedures.....	3
4.0	Reporting Requirements .....	4
5.0	Sampling, Inspection, Monitoring and Record Keeping Requirements .....	4
6.0	Training Requirements.....	4

### 1.0 Overview

This Other Requirements Registry details the binding other requirements (i.e., Executive Orders and *Greenprint Denver* Plans) to which the City and County of Denver (CCD) is subject. This registry is intended to outline these requirements from their source (i.e., the *Greenprint Denver* office) to specific documents and actions that must take place in order to meet the requirements (i.e., recordkeeping and performance reporting).

There are many aspects, including routine activities or items, within CCD properties that have the potential to impact environmental quality. These aspects are identified in the most recent version of the Environmental Aspects and Impacts Identification Assessment (e.g., [CCD-201-R001](#)).



## 2.0 Applicable Regulations & Other Requirements

NAME	SUBJECT AREA	DOCUMENT LOCATION	RESPONSIBLE PERSON / AGENCY
Executive Order 123	Mayor Hickenlooper signed Executive Order 123 on October 24, 2007 to officially create the <i>Greenprint Denver</i> Office and establish the city's sustainability policy.	Held on the "Denver One Team" Website at: <a href="http://govorcl02/Executive_Order/XO_index.html">http://govorcl02/Executive_Order/XO_index.html</a>	Mayor's Office
Executive Order 72, Utilities and Utility Services	Utilities and Utility Services – Establishes roles and responsibilities for utility billing, payment, maintenance, energy conservation, project funding, streetlights maintenance, and departmental participation in conservation and renewable energy generation.	Held on the "Denver One Team" Website at: <a href="http://govorcl02/Executive_Order/XO_index.html">http://govorcl02/Executive_Order/XO_index.html</a>	General Services
Executive Order 65, Operational Safety and Health Program	Executive Order 65 Operational Safety and Health Program – Establishes roles and responsibilities regarding safety and that the Risk Management Office will establish a Safety and Health Management System, standards and policies.	Held on the "Denver One Team" Website at: <a href="http://govorcl02/Executive_Order/XO_index.html">http://govorcl02/Executive_Order/XO_index.html</a>	Finance
U.S. Mayors Conference Climate Action Protection Agreement	Signatories commit to reduce the carbon emissions of their communities seven percent below 1990 levels by 2012, in line with targets proposed for the United States as a whole under the Kyoto Protocol.	<a href="http://www.usmayors.org/climateprotection/documents/mc pAgreement.pdf">http://www.usmayors.org/climateprotection/documents/mc pAgreement.pdf</a>	Mayor's Office
Metro Mayors Caucus Water Conservation Agreement	The Metro Mayors Caucus is a cooperative alliance of the mayors of 37 cities and towns in the Denver metropolitan region. The Caucus began working on water issues in 2002 with a focus on tree preservation during the drought and public information on conservation. Representatives of the Caucus were also active participants in the drafting of the <a href="#">Colorado 64 Principles</a> , a collaborative statewide effort to outline basic principles to assist decision makers and water managers in crafting fair and mutually beneficial water projects, legislation and water related policy.	<a href="http://www.metromayors.org/">http://www.metromayors.org/</a>	Mayor's Office
Metro Mayors Caucus MOU on Water Conservation & Stewardship	The MOU establishes a common understanding among the mayors of the importance of water to all aspects of life and commerce in Colorado and expresses the intent of the signing jurisdictions to enhance the stewardship of the water resource within their jurisdictions.	<a href="http://www.metromayors.org/">http://www.metromayors.org/</a>	Mayor's Office
U.N. Urban Environmental Accords	Based on existing best practices and applied to issues like energy, waste reduction, urban nature, transportation, and water, the Urban Environmental Accords create a set of objectives for an urban future that would be "ecologically sustainable, economically dynamic, and socially equitable."	<a href="http://sfenvironment.org/our_policies/overview.html?ssi=15">http://sfenvironment.org/our_policies/overview.html?ssi=15</a>	Mayor's Office



American Correctional Association, Adult Local Detention Facility Standards	The American Correctional Association Commission for Accreditation, will audit the facilities every three years to ensure that the Denver Sheriff Department is in compliance with the standards. Upon passing, an award will be issued. It is important to meet all required standards on a continual basis in order to maintain the award. Maintaining compliance with ACA Accreditation Standards ensures a better work environment for staff, a better living environment for inmates, as well as reducing litigation by inmates.	<b>Department Order</b> 1052.1 Maintaining Accreditation for Detention Facilities	Denver Sheriff Department
ISO/IEC 17025:2005 and Forensic Requirements for Accreditation (FRA 1 and FRA 2)	The Denver Police Department Crime Laboratory Bureau (1331 Cherokee Street, Room 648, Denver CO 80204) has been assessed by the Forensic Quality Services--International Division of Forensic Quality Services, Inc and found to comply with the requirements of ISO/IEC 17025:2005 and Forensic Requirements for Accreditation (FRA 1 and FRA 2).	<p><b>FQS-I Website</b> (<a href="http://www.thefqsi.org/FQS-I/Accredited_Agencies/Entries/2009/2/4_Laboratory_or_crime_scene_unit_details..html">http://www.thefqsi.org/FQS-I/Accredited_Agencies/Entries/2009/2/4_Laboratory_or_crime_scene_unit_details..html</a>): Copies of DPD's ISO 17025:2005 accreditation certificate and the scope of service from the last external audit (June 2007) are available on the website for our accrediting body, Forensic Quality Services International.</p> <p>Crime Lab Manuals and SOPs developed for the ISO 17025:2005 accreditation process are electronically stored on the Denver Police Crime Laboratory LIMS (BEAST). The LIMS is a proprietary system developed by Porter Lee Corp.</p>	Denver Police Department ( <a href="#">Mark R. Olin, Deputy Director Denver Police Crime</a> )

### 3.0 Applicable Permits, Plans and Procedures

NAME	SUBJECT AREA	REGULATORY DRIVER	PHYSICAL LOCATION	RESPONSIBLE PERSON / AGENCY
Denver Climate Action Plan	The City and County of Denver's official Climate Action Plan specifies ten priority strategies and actions to be taken by individuals, businesses, and city government to meet a short-term 2012 climate goal of total annual emissions reductions of 1.8 million metric tons of CO2 equivalents, decreasing Denver's per capita greenhouse gas footprint by more than 10 percent relative to 1990 levels.	Executive Order 123	<a href="http://www.greenprintdenver.org/docs/DenverClimateActionPlan.pdf">http://www.greenprintdenver.org/docs/DenverClimateActionPlan.pdf</a>	Mayor's Office



#### 4.0 Reporting Requirements

NAME	DRIVER / GUIDANCE	FREQUENCY	RECIPIENTS (& ADDRESSES)	REQUIRED SIGNATURE	PHYSICAL LOCATION	RESPONSIBLE PARTY	INSTRUCTIONS
Greenprint Denver Report Card	Climate Action Plan, Greenprint Denver Action Agenda	Annual	Management, Mayor's Office and general public	Not applicable	See: <a href="#">CCD-204 Objectives, Targets and Planning</a>	Mayor's Office	Not applicable
Departmental Annual Report Cards	Greenprint Denver EMS	Annual	Management and Mayor's Office	Not applicable	See: <a href="#">CCD-204 Objectives, Targets and Planning</a>	EMS Core Team member for representing each department	Not applicable
Internal Reporting: Subunit Updates	Greenprint Denver EMS	Semi-annual	Management and Mayor's Office	Not applicable	See: <a href="#">CCD-204 Objectives, Targets and Planning</a>	EMS Core Team member for representing each department	Not applicable
Greenhouse Gas Inventory	Climate Action Plan	Every two years	Management and Mayor's Office	Not applicable	<a href="http://greenprintdenver.org/about/reports.php">http://greenprintdenver.org/about/reports.php</a>	Gregg Thomas, Environmental Health	Not applicable

#### 5.0 Sampling, Inspection, Monitoring and Record Keeping Requirements

NAME	DRIVER/ GUIDANCE	REQUIRED FORM OR CHECKLIST	FREQUENCY	RESPONSIBLE PARTY	RECORDS RETENTION INSTRUCTIONS
Not applicable	—	—	—	—	—

#### 6.0 Training Requirements

NAME OF TRAINING	DRIVER/ GUIDANCE	FREQUENCY	RESPONSIBLE PARTY	RECORDS RETENTION REQUIREMENTS
Not applicable	—	—	—	—