



POLICY NUMBER: ENV 1		POLICY NAME: ENVIRONMENTAL POLICY	
ADOPTION DATE: <i>July 23, 2018</i>		LAST UPDATED: <i>February 3, 2023</i>	
POLICY APPROVED BY: <i>Commissioner, NHDOT</i>		SIGNATURE: <i>William Carr</i>	
RESPONSIBLE OFFICE: <i>Bureau of Environment</i>		CONTACT PERSON: <i>Administrator, Bureau of Environment</i>	
REQUIREMENTS: <i>All Employees must read and sign this policy within 60 calendar days of implementation and/or date of hire.</i>		PROCEDURES AND RESOURCES: <ul style="list-style-type: none"> • <i>This Policy is supported by documents in the Standard Operating System (SOS) Index.</i> • <i>State and Federal Environmental Regulations</i> 	

POLICY STATEMENT

The New Hampshire Department of Transportation’s (NHDOT) activities affect the cultural and natural environment through land use, natural resource consumption, and transportation corridor development/redevelopment and maintenance activities. Operating in compliance with applicable state and federal regulations, NHDOT will seek to avoid, minimize, and/or mitigate environmental impacts when planning, constructing, and maintaining the state’s transportation infrastructure, and when providing for public safety and the economic strength of the state.

SCOPE

This policy shall apply to all employees in all organizational units of NHDOT.

DEFINITIONS

Cultural and natural environment (collectively referred to as “environment”): The manmade and non-manmade features of the landscape. Examples of the natural environment include, but are not limited to, wetlands, waterways, forests, fields, and their associated wildlife. Examples of the cultural environment include, but are not limited to, historic buildings and bridges, archaeological sites, stone walls, and cemeteries.

Additional definitions related to this policy may be viewed on the SOS ***Index***.

COMMENTS

1. NHDOT will strive to avoid and/or minimize generated waste by reducing, reusing, or recycling materials, and by using environmentally friendly materials and products.
2. NHDOT will strive to avoid, minimize, and/or mitigate impacts to natural and cultural resources when planning, constructing, and maintaining the state's transportation infrastructure.
3. NHDOT will communicate and enforce its commitment to this policy to our employees, consultants, contractors, and other interested parties. Contract managers and/or consultant supervisors are responsible for consultant and contractor compliance with applicable environmental rules and regulations.
4. NHDOT is committed to continuously improving environmental performance through regular activity reviews, and by implementing improved processes for avoiding, minimizing, or mitigating negative environmental impacts.
5. NHDOT will develop, implement, and maintain management systems that encompass the environmental functions of the Department and support compliance with regulations and stewardship of the environment.
6. NHDOT will provide employees with the appropriate environmental training to perform their functions. Specific training requirements will be detailed in supporting procedures.
7. NHDOT will ensure that consultants and contractors doing work on its behalf are qualified and/or appropriately trained on the requirements of applicable environmental rules and regulations.
8. NHDOT will utilize an appropriate, proactive stakeholder involvement process to address this environmental policy and facilitate problem solving in a collaborative manner.
9. Existing NHDOT environmental policies, directives, procedures, manuals, forms, programs, and systems shall remain in effect and enforceable until incorporated into the SOS.
10. Any employee found to have violated this policy and/or directives, procedures, manuals, forms, programs, and systems that support it will be subject to appropriate disciplinary action up to and including discharge from employment pursuant to PART Per 1002 of the Rules of the Division of Personnel.



- 11. Any contractor or consultant doing work on behalf of NHDOT found to have violated applicable environmental rules and regulations will be subject to applicable contractual provisions.
- 12. The SOS and all documents pertaining to it will be located in the SOS **Index** on the NHDOT Intranet, accessible to all employees with computer access. For employees without computer access, hard copies of the SOS will be made available upon request and at all Department work facilities.

REQUIREMENTS

All employees shall receive and review this policy, have the opportunity to discuss and ask questions, sign below, and return to the Bureau of Human Resources within 60 calendar days of the implementation date or date of hire.

- 1. For newly hired employees, this policy shall be provided at orientation with appropriate training.
- 2. For existing employees, Appointing Authorities shall provide a copy of the policy and ensure it is signed and returned to the Bureau of Human Resources within 60 calendar days.
- 3. All original, signed policies will be retained in the employee’s personnel file in the Bureau of Human Resources.

I received this policy and have been provided the opportunity to ask questions.

Employee Name (printed)

Date

Employee Signature

AMENDMENT RECORD

This policy is reviewed every two years to ensure its continuing relevance and accuracy. Record any amendments below.

Date	Comments	Name	Title
2/3/2023	Biennial review resulted in no revisions	William Cass	Commissioner
7/23/2018	Original Policy Adopted	Victoria Sheehan	Commissioner