



U.S. Department of
Transportation

Assistant Secretary
for Administration

400 Seventh St., S.W.
Washington, D.C. 20590

March 18, 1999

Ms. Fran McPoland
Federal Environmental Executive
401 M Street, S.W.
Washington, D.C. 20460

Dear Ms. McPoland:

In response to your letter dated March 2, 1999, the Department of Transportation (DOT) would like to take this opportunity to join in the Vice President's National Recycling Challenge. DOT is committed to increasing our recycling outreach and education programs. Enclosed please find a description of our current program and a summary of our commitment.

If you have any questions, please contact Catherine Johnson of my staff at (202) 366-0266.

Sincerely,

A handwritten signature in cursive script that reads "Melissa J. Allen".

Melissa J. Allen

Enclosure

DEPARTMENT OF TRANSPORTATION

The Department of Transportation (DOT) has an active recycling program which focuses on waste minimization, recycling and environmentally preferable procurement. In order for the program to be successful it must be well publicized; therefore education and outreach to DOT employees, other Federal agencies, and the public are a high priority. Each year DOT recycling personnel perform outreach and education by serving on the Federal Steering Committee for the National Recycling Conference and staffing an exhibit at the Conference. The Department's Office of Acquisition and Grant Management has a web site which contains the DOT Affirmative Procurement Plan, as well as hot links to other environmentally preferable procurement sites. For the last two years, DOT recycling personnel have served on the America Recycles Day Federal Steering Committee and have participated in the Federal Rally to help educate the public about the importance of recycling and buying products made of recycled content.

DOT has chosen to meet the Vice President's National Recycling Challenge with a commitment to improve our recycling outreach and education programs. In addition to continuing the programs described above, the Department is currently developing a web site which will contain information on recycling – explaining why we recycle and why we need to do more. This state of the art communications tool will give virtually everyone who has access to the internet the most current information about DOT's recycling programs and also provide hot links to those sites which have more detailed information about waste minimization, recycling and environmentally preferable purchasing.