



Office of the Assistant Secretary

DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC

ENTERED

12 OCT 1995

MEMORANDUM FOR AF/CE, AF/SG, SAF/PA, AFBCA/DR

FROM: SAF/MIQ

SUBJECT: Role of Restoration Advisory Boards in Environmental Cleanup Priority-Setting

In accordance with SAF/MI memorandum dated 11 Sept 95 regarding DERA devolvement principles, attached is the policy our offices have agreed to regarding the appropriate role of RABs in relative risk evaluation and sequencing cleanup activities. Request immediate distribution and implementation of this policy. Contact Marilyn Null of my staff at 693-7705 if you have any questions.

THOMAS W. L. MCCALL, JR.  
Deputy Assistant Secretary  
of the Air Force  
(Environment, Safety and  
Occupational Health)

Attachment:  
Role of RABs in Priority-setting

cc:  
ALMAJCOM/CC

KAFB1681



***AF Policy on  
Role of RABs in Priority-setting***

***October 1995***

In keeping with our Devolvement Strategy Principles for the Defense Environmental Restoration Program and Department of Defense Guidance on environmental restoration at Base Realignment and Closure Bases (BRAC), the Air Force will provide sufficient opportunities for regulator and other stakeholder involvement in risk-based priority-setting decisions for environmental cleanup. Because our Restoration Advisory Boards (RABs) include regulators and representation of diverse community interests, they will play a significant role in this process.

In addition to RABs, BRAC installations also receive advice which may influence cleanup priorities from Local Redevelopment Authorities (LRAs). As such, to the extent appropriate, BRAC installations will coordinate the results of risk-based cleanup evaluations with both RABs and LRAs.

In FY 96, installations will consult with their RABs (and LRAs at BRAC installations) on sequencing activities when FY 96 funds are allocated. Subsequently, RABs will be more fully involved in future years, as follows:

1. Where RABs have been convened, installations will review membership and membership selection processes to guarantee adherence to the September 1994 DOD/EPA RAB Guidelines, ensuring an open, unbiased membership selection process which provides for diverse community representation, as well as regulator representation. Where RABs have not been convened, installations will convene RABs in accordance with the September 1994 DOD/EPA RAB Guidelines. If RABs are not convened, the installation will document what has been done to determine community interest, provide a date for resurveying community interest, and develop a plan to identify and address sudden or evolving changes in interest levels.
2. Installations will provide RAB members (and LRA members at BRAC installations) with sufficient training on the relative risk approach, the federal budgeting process, and how these affect prioritizing of cleanup actions so that RABs (and LRAs) can provide informed advice on priority-setting issues.
3. Prior to submission of cleanup funding needs at the Program Objective Management (POM) stage, installations, with their RABs (and LRAs), will conduct and/or reassess relative risk evaluations of

their sites. RABs (and LRAs) will actively participate in this evaluation process.

4. Installations will develop their budget requests through effective application of the Restoration Program Guidelines, along with RAB (and LRA) advice on sequencing (including relative risk evaluations and other factors important to the community and the Air Force). When the RAB (and/or LRA) sequencing varies from the Air Force program guidelines, installations will record the differences (and rationale for them) and provide this information to their respective MAJCOMs, along with their POM submittal.

*NOTE: In cases where the RAB (and/or LRA) feels that low risk cleanup activities are more important than high or medium risk activities, documentation of other factors to be considered and an analysis of impact on program management is particularly important. Other factors may include, but not be limited to, legal agreements, community perceptions and cultural values, redevelopment plans, national defense issues, etc.*

5. MAJCOMs will submit budget requests to the Air Staff (Air Force Civil Engineer or Air Force Base Conversion Agency), with a summary of installations' relative risk ranking and impacts of other factors to be considered.
6. When MAJCOMs advise installations of substantial programmatic changes that will either positively or negatively affect the scope of restoration program, installations, in consultation with RABs, will determine what modifications, if any, are needed for effective program execution.
7. Effective management of restoration activities is a dynamic process, often requiring reallocation of restoration funding throughout the fiscal year. Cleanup decisions should take into account both program management considerations and RAB (and LRA) advice. As base-specific allocations are made (which may occur more than once during the year), the installation will advise the RAB (and LRA) of the funds received, environmental restoration projects funded or to be funded, and work remaining. Installations will discuss funding and priorities with their RABs (and LRAs) and provide the opportunity for the RAB (and LRA) to update advice based on the most current information. The installation will fully consider the RAB (and LRA) advice along with other management issues in making cleanup decisions.

8. Once a year, installations and RABs (and LRAs) will recommence consultation in preparation of the POM submission as specified in steps 3 and 4, above.