

**NEW YORK STATE
DEPARTMENT OF ENVIRONMENTAL CONSERVATION**

**Response to the Office of the State Comptroller's
Audit Report 2008-S-142**

DEC Recycling Program

Recommendation 1: Work with Syracuse regional office's landlord to ensure fluorescent light bulbs are recycled in accordance with State law.

Response to Recommendation 1: The building landlord, Erie Place Partnership, has been recycling all florescent tubes using Paragon Environmental Services Inc. DEC is committed to assisting the landlord to ensure continued florescent tube recycling efforts in the Syracuse Regional Office.

Recommendation 2: Provide regional office employees education and/or training on recycling programs and efforts.

Response to Recommendation 2: DEC's Central Office staff has provided regional office employees education and training on recycling as follows:

- Sent out notices on waste reduction, reuse, recycling and composting to all regional offices twice a year – November (New York Recycles Day) and April (Earth Day).
- Promoted waste reduction with a reusable bag sale (November) and a reusable mug and bag sale (will be conducted in April 2010.)
- Conducted training on green purchasing and recycling in October 2009 thru video conference.
- Sent out information on webinars that are pertinent to waste reduction, reuse, recycling and composting to regional staff.
- Provided one free registration to Regional staff to attend two recycling conferences/year (NYSAR3 and Federation conferences).

Recommendation 3: Formally designate a Sustainability Coordinator for the Department.

Response to Recommendation 3: DEC formally designated a Sustainability Coordinator effective September 18, 2009.

Recommendation 4: Obtain information regarding the methods followed by the regional offices and formally establish procedures for this activity and provide for accountability.

Response to Recommendation 4: DEC will establish formal procedures for the sale of recycled materials and accounting for any credits/revenue received from the sale of these materials.

Recommendation 5: Complete future recycling reports, containing data from all Department facilities in accordance with applicable governance.

Response to Recommendation 5: DEC completed a comprehensive recycling report for all regions, sub-offices and other DEC facilities for Executive Order 4 in September 2009.

Recommendation 6: Implement internal controls or activities to ensure the accuracy of recycling information reported on future reports.

Response to Recommendation 6: DEC has provided each regional office with the form needed to compile recycling data. DEC's Division of Operations staff was provided this information directly and was also provided training via video conference. DEC will perform periodic audits at randomly selected office locations to help ensure the accuracy of the information reported.