

Submitting an Environmental Initiative or Best Practice

Submitting a Best Practice

This project is an ongoing process to develop the most complete lists of best practices possible, and to add new practices to the inventory. To submit an addition to the Best Practice inventory, divisions/units should provide the following information to Marshall Dobson, Quality Enhancement Unit at mcdobson@ncdot.gov. Please include the following:

- Name/title for the project
- General /brief description of the project
- Category (bridge, wetland, maintenance, community, hydraulics, trails, rail , road, wildlife, or other)
- Division
- County
- Contact name
- TIP information number if applicable
- A brief explanation of why you think it's a best practice
- Photographs of key elements of the project along with supporting descriptions (if applicable)
- Any links to policies or procedures pertaining to the initiative

Submitting an Environmental Initiative

This project is an ongoing process to develop the most complete list of departmental environmental initiatives, and to add new projects to the EI inventory as they are implemented. To submit an addition to the EI inventory, divisions/units should provide the following information to Marshall Dobson, Quality Enhancement Unit at mcdobson@ncdot.gov. Please include the following:

1. What is the initiative? (What are we doing?)
2. A. Why are we doing the initiative?
B. How did the initiative come about?
3. A. What “triggers” the initiative or process?
B. Is it a proactive or reactive approach?

4.
 - A. Who is doing the initiative? (agencies, branches, and/or point of contact)
 - B. Who is the point of contact for the initiative? (contact info, email, phone)
5. What is the goal, objective/outcome of the initiative?
6.
 - A. Is it being measured? If so, how?
 - B. How well is it being measured?
 - C. Who is measuring it?
7. What is its current status?
8. How well is the process/initiative understood by stakeholders?
9.
 - A. Is there a need for new policy, existing policy definition, or process clarification/definition?
 - B. Is the process consistent throughout the branches and divisions?
10.
 - A. Is training or education involved with the initiative? If so, please explain.
 - B. Is there a need for further education/training?
11. Are there inadequate resources to achieve goals of initiative?
12. Is there a timeframe or timeline in place?
13. How often is it reviewed?
14. Any further comments...

Marshall Dobson
NCDOT, Quality Enhancement Unit
1502 Mail Service Center
Raleigh, NC 27699-1502
Phone: 919.508-1863
Fax: 919.508-1954
mcdobson@ncdot.gov