

EMS Objective and Target Progress Report

Progress reports for EMS objectives and targets (OT) shall be submitted to OEQ semi-annually. The annual period for reporting OT progress will be based on the fiscal year beginning October 1st. The first report shall be due by April 30th and summarize progress on achieving the target, including EMPs, for the 6-month period ending March 31st. The second report shall be due by October 31st and summarize all progress achieved for the 12-month period ending September 30th.

Progress reports shall be completed and submitted by email to the OEQ Liaison and uploaded into the City's Data Management System (Entropy) in the appropriate objective record.

Date of Report: Select a date

Department Name: Choose an item.

Reporting Period (check one and enter year):

October 1, Select a date - March 31, Select a date (report due April 30)

October 1, Select a date - September 30, Select a date (report due October 31)

Entropy ID: Enter the Entropy ID

Objective: Click or tap here to enter text.

Target: Click or tap here to enter text.

Date Initiated: Click or tap to enter a date.

Target Date: Click or tap to enter a date.

Responsible Person: Click or tap here to enter text.

Environmental Management Program (EMP) Tasks:

1.a EMP Description: Click or tap here to enter text.

1.b Responsible Person: Click or tap here to enter text.

1.c Target Completion Date: Click or tap to enter a date.

1.d Summary of Progress: Click or tap here to enter text.

2.a EMP Description: Click or tap here to enter text.

2.b Responsible Person: Click or tap here to enter text.

2.c Target Completion Date: Click or tap here to enter text.

2.d Summary of Progress: Click or tap here to enter text.

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- 3.a **EMP Description:** Click or tap here to enter text.
- 3.b **Responsible Person:** Click or tap here to enter text.
- 3.c **Target Completion Date:** Click or tap here to enter text.
- 3.d **Summary of Progress:** Click or tap here to enter text.

Additional EMPs: Please provide information on any additional EMPs.

Performance Indicator to be Measured: Click or tap here to enter text.

Comparison Benchmark: Click or tap here to enter text.

Method of Monitoring and Measurement: Click or tap here to enter text.

Summary of Progress during Reporting Period: Click or tap here to enter text.

Status of Achieving Objective and Target (check one):

- On Track (i.e., all EMPs and overall OT target date are on schedule)
- Behind (i.e., one or more EMPs and/or overall OT target date are off schedule)
- Ahead (i.e., all EMPs and overall OT target date are ahead of schedule)
- Abandoned (explain in notes)
- Completed

Path Forward if Behind: Click or tap here to enter text.

Notes or Additional Important Information to Document: Click or tap here to enter text.