

# Langley Form 461

## Environmental Project Planning Form Facilities and Infrastructure Work

01

### Exclusions List

Are you considering starting a new project, installing equipment, or modifying existing processes/equipment on Center? Start by checking the [Excluded Activities List](#). Activities on this list do not require an LF 461. Unsure if your activity falls into this category? Submit an LF 461 to be safe.

02

### Project Initiation

For all activities not included on the Excluded Activities List, a National Environmental Policy Act (NEPA) Environmental Review (LF 461) is required. Contact Wes Miksa ([wesley.e.miksa@nasa.gov](mailto:wesley.e.miksa@nasa.gov)) or Melissa Butler ([melissa.r.butler@nasa.gov](mailto:melissa.r.butler@nasa.gov)) if you have questions while completing the form.

03

### Preparation

Develop a comprehensive statement of work that covers:

- Funding Information
- Construction Details and **Maps**
- Ground Disturbance
- Waste Generation and Product Usage
- Air Emissions
- Water Quality
- Natural Resources
- Noise
- Energy/Utilities
- Transportation and Traffic Systems

\*as applicable

Even if you don't have all of these details yet, submit an LF 461 as soon as you have a general project description. The form can be updated as additional information is gathered. Initiating the process early will help keep your project moving forward and on schedule.

04

### Execution

Visit the [LF 461 site](#) to complete the required questions and attach the statement of work. Be sure to check correct project type; the project type selection unlocks different questions.



All equipment installations, even if they are for research purposes, are classified under the Facilities and Infrastructure Work project type.

05

### Feedback

The Environmental Management Office (EMO) Program Manager for each subject area will specify the actions that must be completed prior to project initiation and provide information on the relevant laws, regulations, and policies that must be followed throughout the project. If necessary, they will reach out to you to request additional information so they can complete their review. If a project scope substantially changes after an LF 461 is submitted, or if the location changes, the NEPA manager may ask you to submit a new LF 461.

06

### Approval

Following a thorough review of all potential environmental impacts, EMO will approve the LF 461, signifying authorization to proceed with project implementation. Your project may also be marked as "monitored," indicating that it may proceed but further information and/or ongoing supervision by EMO throughout its duration is required.