

UNITED STATES OFFICE OF PERSONNEL MANAGEMENT



2015 Strategic Sustainability Performance Plan

June 2015

A New Day for the Civil Service



2015 Strategic Sustainability Performance Plan

Points of Contact:

Dean S. Hunter

Chief Sustainability Officer
Director, Facilities, Security, and Contracting
Dean.Hunter@opm.gov

Mariano S. Aquino

Director, Facilities Management
Mariano.Aquino@opm.gov

June 2015

a New Day for Federal Service

2015 Strategic Sustainability Performance Plan

Table of Contents

Policy Statement 3

 Leadership and Implementation 4

 Performance Review 4

 Progress on Presidential Priorities 8

 Size & Scope of Agency Operation – Table 1: Agency Size & Scope 9

Agency Progress toward (Prior) Sustainability Goals in E.O. 13514 and E.O. 13423 10

 Goal 1: Greenhouse Gas (GHG) Reduction 10

 Agency Progress toward Scope 1 & 2 GHG Goal 10

 Agency Progress toward Scope 3 GHG Goal 11

 Goal 2: Sustainable Buildings 12

 Agency Progress toward Facility Energy Intensity Reduction Goal 12

 Agency Progress toward Total Buildings Meeting the Guiding Principles 13

 Goal 3: Fleet Management 14

 Agency Progress toward Fleet Petroleum Use Reduction Goal 14

 Agency Progress toward Fleet Alternative Fuel Consumption Goal 14

 Goal 4: Water Use Efficiency & Management 16

 Agency Progress toward Potable Water Intensity Reduction Goal 16

 Goal 5: Pollution Prevention & Waste Reduction 17

 Agency Progress toward Pollution Prevention & Waste Reduction 17

 Goal 6: Sustainable Acquisition 18

 Agency Progress toward Sustainable Acquisition Goal 18

 Goal 7: Electronic Stewardship & Data Centers 19

 Agency Progress toward EPEAT, Power Management and End of Life Goals 19

 Goal 8: Renewable Energy 21

 Agency Renewable Energy Percentage of Total Electricity Usage 21

 Goal 9: Climate Change Resilience 22

 Agency Climate Change Resilience 22

 Goal 10: Energy Performance Contracts 23

 Agency Progress in Meeting President's Performance Contracting Challenge (PPCC) Goal 23

Agency Strategies to Meet Goals of E.O. 13693 24

 Goal 1: Greenhouse Gas (GHG) Reduction 24

 Goal 2: Sustainable Buildings 27

 Building Energy Conservation, Efficiency, and Management 27

 Building Efficiency Performance, and Management 27

 Goal 3: Clean & Renewable Energy 33

 Agency Clean Energy Share of Total Electric and Thermal Energy Goal 33

 Agency Renewable Energy Share of Total Electricity Consumption Goal 33

2015 Strategic Sustainability Performance Plan

Goal 4: Water Use Efficiency & Management	36
Potable Water Consumption Intensity Reduction Goal	36
ILA Water Consumption Reduction Goal	36
Goal 5: Fleet Management	38
Agency Progress toward Fleet Per-Mile Greenhouse Gas Emissions Goal	38
Goal 6: Sustainable Acquisition	41
Sustainable Acquisition Goal - Biobased	41
Goal 7: Pollution Prevention & Waste Reduction	47
Agency Progress toward Pollution Prevention & Waste Reduction	47
Goal 8: Energy Performance Contracts	49
Agency Progress on Energy Performance Contracting	49
Goal 9: Electronic Stewardship	51
Agency Progress on Electronic Stewardship	51
Goal 10: Climate Change Resilience	52
Appendices	54


2015 Strategic Sustainability Performance Plan

Policy Statement

It is the policy of the Office of Personnel Management (OPM) that all Agency business and operations will be conducted in a manner that allows it to achieve its mission to *Recruit, Retain and Honor a World-Class Workforce to Serve the American People*, while minimizing environmental impacts in accordance with all Federal statutes, regulations, policies and Executive Orders.

OPM will incorporate sustainability into planning and operations so as to meet or exceed its environmental goals, including lowering greenhouse gas emissions; improving energy and water efficiency; reducing waste; reducing use of petroleum; promoting acquisition of sustainable products and services; and ensuring that electronic assets are managed and disposed of in an environmentally responsible manner. In addition to setting and achieving annual sustainability targets, OPM recognizes that climate change can have an impact on its operations and ability to achieve its mission and will work to build its resilience and adaptive capacity to address climate risks and vulnerabilities.

The Office of Personnel Management's mission and unique role within the Federal community also provides an opportunity to have an impact across the government. OPM will continue to support all Federal agencies by developing policies and programs that enable telework, flexible work environments, training opportunities, and other means to enhance their abilities to achieve their agency missions while improving government-wide environmental performance.



Dean S. Hunter
Chief Sustainability Officer
Director, Facilities, Security, and Contracting

U.S. OFFICE OF PERSONNEL MANAGEMENT

2015 Strategic Sustainability Performance Plan

Executive Summary

Vision for Sustainability at OPM

The U.S. Office of Personnel Management (OPM) is the Federal Government's chief human resources agency and personnel policy manager of the Federal workforce. OPM achieves its mission to Recruit, Retain and Honor a World-Class Workforce to Serve the American People by directing human resources and employee management, administering retirement, healthcare and insurance programs, overseeing merit-based and inclusive hiring into the civil service, and providing a secure employment process.

OPM's sustainability programs and strategies ensure that the Agency can achieve its mission and also reduce our impact on the environment through efficient management of resources. OPM aims to accomplish these goals by integrating sustainability into agency operations, including improving the efficiency of its buildings, using renewable energy, managing its fleet to reduce petroleum used in agency vehicles, promoting purchasing of environmentally-preferable products and services, managing electronic assets in an environmentally-sensitive manner, and enhancing our capacity to plan for and respond to the impacts of climate change.

Managing our buildings in an efficient manner is a key focus for lowering our greenhouse gas emissions and reducing energy, water, and waste. While OPM employees are working in locations throughout the United States, our strategies to improve building efficiency apply to the three facilities where OPM has responsibility for building operations. The Agency manages two facilities owned by the General Services Administration (GSA): the Theodore Roosevelt Building (TRB), OPM's headquarters office in Washington, DC and the Federal Executive Institute (FEI) campus located in Charlottesville, Virginia, which provides training for federal employees. OPM also manages building operations at a commercially-owned leased office building in Macon, Georgia that house a data center and information technology services.

Leadership and Implementation

OPM's Chief Sustainability Officer (CSO) leads planning and implementation of the Agency sustainability strategy, coordinating with the Office of the Director, Chief Financial Officer, and heads of offices that manage functions critical to achieving sustainability goals. These include the Director of Facilities Management, responsible for building operations and strategies to reduce energy, water, and waste, as well as oversight of fleet management; the Chief Information Officer, responsible for ensuring that OPM meets electronic stewardship requirements; and the Director of Contracting Management, responsible for implementation of policies and programs to achieve sustainable acquisition goals.

Performance Review

Goal 1: Greenhouse Gas Reductions

Scope 1 & 2

While there has been a slight increase in FY 2014 above FY2013 level, OPM reduced Scope 1 and 2 greenhouse gas (GHG) emissions and achieved a 21.9% reduction compared to the FY 2008 baseline, surpassing our 2020 target of 20%.

The reductions are due primarily to increased building efficiency, with emissions from building energy use down approximately 13% since FY 2008. Emissions from vehicles are down 19.5%. The large part of the remainder of the emissions reduction is attributable to the purchase of green energy and renewable energy credits (RECs).

2015 Strategic Sustainability Performance Plan

Though we have already exceeded our Agency goal for reducing Scope 1 and 2 emissions, we continue to work toward further increasing building efficiency and reducing petroleum in our vehicles, which will result in further progress on GHG reductions. These strategies discussed in detail under Goal 2, Sustainable Buildings and Goal 3, Fleet Management.

Scope 3

In FY 2014, OPM reduced Scope 3 GHG emissions by 6% over the previous year and achieved a 30.9% reduction compared to the FY 2008 baseline, surpassing our 2020 target of 11.3%.

Emissions from commuting, which account for 85% of the total under Scope 3, were down 14.5% in FY 2014 compared to FY 2013. We plan to maintain our strategy of encouraging commuting alternatives by offering employees public transit subsidies, promoting carpooling, and supporting bike commuting by providing bike racks and shower facilities at TRB and FEI. At TRB, we also have a city bike-share station on site. Avoided commuting through telework is also a factor in achieving our Scope 3 reduction goals. The agency has already met its telework goals, with almost 65% of OPM employees teleworking in some capacity. An additional 25% are investigators who are considered “mobile” workers. Our strategy for next year is to maintain current telework levels and move forward on current initiatives to strengthen our telework programs and our capacity to collect and use telework data.

Emissions from air and ground travel, which accounted for 8% of Scope 3 emissions in FY 2014, were reduced almost 22% from the previous year. In FY 2016, we will continue to promote the use of video and teleconferencing, on-line meetings, and Web-based training and begin tracking the use of the on-line meeting service launched in FY 2015.

Goal 2: Sustainable Buildings

OPM’s strategy for sustainable buildings focuses on reducing energy use in the three facilities where it manages operations. OPM has reduced energy intensity by 1.4% compared to the FY 2003 baseline. Energy use in one category has reduced at TRB, OPM’s largest facility, by 23% since FY 2010. This is partially due to reduced use of steam and a mild winter, the greater part is the result of improved efficiency at TRB as a result of a building renovation and improvement project that is still underway.

The multi-year project, funded under the American Recovery and Reinvestment Act (ARRA), includes upgrades to the heating, ventilation and cooling (HVAC) system, added window insulation, and installation of high efficiency lighting and occupancy sensors. Six of seven floors of the building have been completed as of December 2014. Project completion on the last floor and commissioning is anticipated to be by the end of this fiscal year. We expect to achieve further energy reductions based on energy models. While we have also implemented various improvements at Macon, and at FEI, our long term performance toward the 30% reduction goal has been severely impacted by increased energy use at these locations, which have expanded operations since 2003. This is particularly the case at Macon, which houses one of OPM’s data centers.

We are currently in the construction phase of a planned energy savings performance contract (ESPC) at TRB and FEI. Energy conservation measures (ECMs), include cooling tower upgrades, additional HVAC improvements, and advanced lighting controls at TRB and additional lighting upgrades at FEI. Implementation period is anticipated to end by December 31, 2015. We will start realize energy and water savings in FY2016

Because we lease all facilities and office space, OPM is exempt from the green buildings performance goal; however, we apply the Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings to leasing, space planning, and renovation decisions. OPM’s policy is to first optimize use of existing space, prior to seeking leased space through GSA. In FY 2014 we established workspace standards and acquired space planning software, which has assisted in redesigning existing space and improved utilization significantly.

Goal 3: Fleet Management

OPM reduced petroleum consumption by 6.8% in FY 2013 and 17.2% in FY 2014, total petroleum is 46.3% over the 2005 baseline, and based on current operations and requirements to meet our mission, OPM will not meet

2015 Strategic Sustainability Performance Plan

the 30% reduction goal. Ninety-seven percent of OPM's vehicles are under the Federal Investigative Service, which conducts background investigations for security clearances for the Federal government. Travel demands are dictated by the number and types of investigations requested by Federal agencies. Because the ability to reduce travel is limited, our strategy to minimize petroleum use is to transition our fleet to more fuel-efficient vehicles, including smaller-bodied and high fuel efficiency cars, E85 flex fuel vehicles, and electric hybrids.

OPM's fleet manager reviews all vehicle replacement requests and identifies opportunities to eliminate and downsize vehicles whenever feasible under mission requirements. At the end of FY 2014, OPM had 1,453 GSA-leased vehicles, a 5% reduction since FY 2013. OPM's current fleet consists of 86% compact and subcompact sedans, and 47% alternative fuel vehicles, including 277 electric hybrids. In the latest ordering cycle, 100 subcompact vehicles were ordered. We anticipate the replacement of 318 vehicles in FY 2016 with more efficient and Low GHG vehicles.

OPM has fewer E85 vehicles than in the previous year as a result of overall reductions in the size of the fleet; however, we focused on locating flex-fuel vehicles in areas where E85 is available and began using the Department of Energy's FleetDash program to track fuel purchases and identify instances where drivers missed opportunities to fuel up with E85. We also launched an outreach program to educate drivers about using alternative fuel. Another factor that contributes to the decline in E85 use in FY2014 could have been due to an 11% fewer miles that were driven. We will continue these successful strategies and aim to increase E85 use in FY 2016.

Goal 4: Water Use Efficiency & Management

OPM has reduced water intensity by 41% compared to the baseline year of FY 2007. In FY2013, an in depth analysis of meter readings and billing records prior to 2010 showed that the two meters at TRB were inaccurate and provided underestimated water use from 2007 until they were replaced in 2010 and 2011. A new baseline estimate for TRB's 2007 water consumption was developed with data and analysis provided by the energy services company (ESCO) and the engineering firm that conducted recent audits.

Recent reductions were achieved through installation of water efficient bathroom fixtures at TRB and FEI. In addition, we have reduced water for landscaping by switching to native plants thus eliminating the need for irrigation entirely.

Additional water savings will be realized in FY2016 upon completion of the energy and water conservation measures been implemented under the ESPC at TRB and FEI facilities. Water conservation measures include the installation of water efficient fixtures, retrofits of restroom fixtures and installation of smart irrigation controls at FEI. The ability to track water use is further enhanced by continuous monitoring of sub meters installed in FY 2014. We will also continue leak detection programs and water conservation awareness programs for our operations and maintenance staff.

Goal 5: Pollution Prevention & Waste Reduction

In FY 2014, 38% of solid waste was diverted from landfills. All locations have recycling programs, and the Federal Executive Institute also composts kitchen and landscaping waste. The Theodore Roosevelt Building has a successful source reduction program to collect and redistribute office supplies and related items. To date, over five tons of materials have been diverted from landfills and \$99,000 worth of supplies redistributed. This program will be continued in FY 2016.

Pollution prevention measures are included in all operations and maintenance contracts to ensure recovery of HFCs, minimize use of hazardous chemicals, and require use of less toxic chemicals for pest management and landscaping. HFC purchases are tracked and reported annually. Because all construction is contracted through GSA, we do not directly track recycling of construction and demolition materials; however, recycling data is collected by GSA and shared with OPM project managers.

We will strive to increase solid waste diversion each year by continuing our existing programs and increasing awareness among employees in order to achieve the 50% by FY 2015.

2015 Strategic Sustainability Performance Plan

Goal 6: Sustainable Acquisition

OPM achieved 93.3% contract compliance in FY 2014, based on quarterly reviews to ensure that contracts conform to requirements to procure environmentally preferable products, including energy efficient equipment, biobased products, and products with recycled content.

In FY 2015, OPM continued to use its sustainable acquisition training requirement for all contracting officers (COs), contracting officer representatives (CORs), and purchase card holders, using on-line training already developed by GSA in order to meet 95% performance requirement. This will continue as an annual requirement. We also began an assessment of current practices to include environmental performance in contractor performance reviews. Because the Agency is currently working on improving reporting in the Contractor Performance Assessment Reports System (CPARS), we are incorporating application of sustainability criteria into this initiative.

In FY 2016, we plan to meet or exceed the 95% threshold for contract compliance, with an emphasis on electronics and biobased purchasing. Because of the relatively small number of service contracts that could potentially include provision of biobased products, quarterly reviews will include at least 50% of relevant service contracts. We will continue using the contract reviews to identify corrective actions to address any missed opportunities to procure sustainable products and services. There are initiatives for next year to update and issue a new green purchasing plan and a comprehensive guide of sustainable acquisition resources, and targeted communications to purchasers on the use of biobased products.

Goal 7: Electronic Stewardship & Data Centers

OPM again met two of the three electronic stewardship performance goals in FY 2014. One hundred percent of computers and monitors purchased during the fiscal year were registered with the Electronic Product Environmental Assessment Tool (EPEAT), and 100% of electronics were disposed of in an environmentally sound manner. We will maintain current procurement and disposal policies and continue meeting these goals.

Achieving 100% power management has been a challenge. Power management is enabled on all monitors, but only 76.1% of desktops and laptops were power management compliant at the close of FY 2014. Our policy has been that power management for computers will be enabled through the Windows 7 operating system, which is installed when new hardware is purchased (no computers are exempted from the power management requirement). As of June 2015, we have reached 87.7% compliance for computers and are now on track to complete our computer refresh and have power management installed on at least 90% of desktops and laptops by December 2015.

In FY 2016, we plan to further reduce our physical server footprint and increase virtualization from current level (we achieved 65% as of June 2014). We have completed the assessment of all data center operations and various consolidation strategies. Implementation of these strategies which includes consolidation and relocating of data center to a more efficient environment will start in FY2016 and complete by FY2018. We also have completed an assessment of printing practices and an evaluation of print management options. This includes collection of Agency-wide cost and usage data and cost/benefit analysis of enterprise level print management and strategic sourcing opportunities. Implementation is expected to begin in FY2016 after senior management's approval.

Goal 8: Renewable Energy

Use of renewable energy is part of OPM's strategy to reduce GHG emissions. In FY 2014, OPM exceeded the renewable energy target and obtained 17.7% of total electricity from renewable sources, including green energy purchases, renewable energy credits (RECs) and 118,050 kWh of solar energy generated by photovoltaic panels at TRB.

2015 Strategic Sustainability Performance Plan

Potential onsite renewable energy projects at our Federal facilities were evaluated as part of the ESPC, but there are no projects with sufficient paybacks to be cost effective. Purchasing green energy and RECs will be our primary strategy to meet renewable energy targets for the foreseeable future.

Goal 9: Climate Change Resilience

OPM's climate change resilience strategies are focused on potential impacts on our facilities and the Federal workforce. We continually evaluate risks to our facilities and employee safety presented by extreme weather events. Planning for and responding to these events are already integrated into policies and procedures related to emergency response planning, our agency Continuity of Operations Plan (COOP), and OPM's lead role in determining Federal government closures. OPM also has the responsibility to implement the Telework Enhancement Act, which supports workforce readiness and the capacity of Federal agencies to continue meeting their missions in the event that extreme weather prevents employees from commuting to their offices.

Internally, we coordinate with our facilities management and emergency actions divisions in assessing risks and updating plans and procedures as needed. These plans are tested on at least an annual basis through continuity of government exercises and telework readiness tests. In FY 2016 OPM will continue to focus on increasing awareness within key departments of climate change impacts, incorporating climate-related risk into emergency response policies and procedures, ensuring that OPM is telework-ready to respond to extreme weather events, and coordinating with other Federal agencies and regional bodies in the Washington, DC metropolitan area on emergency planning.

Progress on Presidential Priorities

Climate Change Adaptation Plan

OPM updated its Climate Change Adaptation Plan in FY 2014 to respond to the requirements of Executive Order 13653, Preparing the United States for the Impacts of Climate Change. The updated plan includes the results of a new vulnerability analysis for leased space completed in FY 2013, an assessment of climate change impacts on OPM's mission, programs and operations, and mitigation efforts. In FY 2015, OPM conducted an analysis of its facilities based on the requirements of E.O.s 11988 and 13690 - Floodplain Management

Fleet Management Plan

The Agency fleet management plan is reviewed in conjunction with annual submission of fleet data through the Federal Automotive Statistical Tool (FAST) system and updated as needed. The plan outlines policies and procedures, including review of all vehicle requests and replacements by the Agency fleet manager, to ensure that all newly acquired vehicles meet OPM guidelines to order the most-fuel efficient models that meet mission requirements. OPM's goal is to achieve a fleet consisting of all alternative fuel and qualifying low-emitting vehicles by FY 2016.

Energy Savings Performance Contracts

In FY2014, OPM awarded an energy saving performance contract that will implement energy conservation measures at its two federally-owned facilities, TRB and FEI. This \$5.8m project exceeds our two million dollar investment commitment. Construction is expected to be complete by February 2016. OPM has no additional federally-owned facilities eligible for an ESPC.

Biobased Purchasing Strategies

In FY 2014, OPM achieved 95% contract compliance for biobased purchasing. The Agency has a limited number of contracts each quarter where biobased requirements might apply, as a result, all new service contracts relevant to biobased product procurement have been included in our quarterly reviews. We have developed a green purchasing plan and guide for acquisition staff that include biobased purchasing and working directly with contracting officers and contracting officer representatives to highlight opportunities to procure biobased products.

U.S. OFFICE OF PERSONNEL MANAGEMENT

2015 Strategic Sustainability Performance Plan

Size & Scope of Agency Operation – Table 1: Agency Size & Scope

Agency Size and Scope	FY 2013	FY 2014
Total Number of Employees as Reported in the President's Budget	5,513	5,449
Total Acres of Land Managed	13	13
Total Number of Buildings Owned ¹	0	0
Total Number of Buildings Leased (GSA and Non-GSA Lease)	67	67
Total Building Gross Square Feet (GSF)	1,751,668	1,576,101.66
Operates in Number of Locations Throughout U.S.	58	59
Operates in Number of Locations Outside of U.S.	0	0
Total Number of Fleet Vehicles Owned	1	1
Total Number of Fleet Vehicles Leased	1,520	1,453
Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.)	0	0
Total Amount Contracts Awarded as Reported in FPDS (\$Millions)	1,092	1,031

¹ Building information should be consistent with FY 2013 and FY 2014 data submitted into the Federal Real Property Profile

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Agency Progress toward (Prior) Sustainability Goals in E.O. 13514 and E.O. 13423

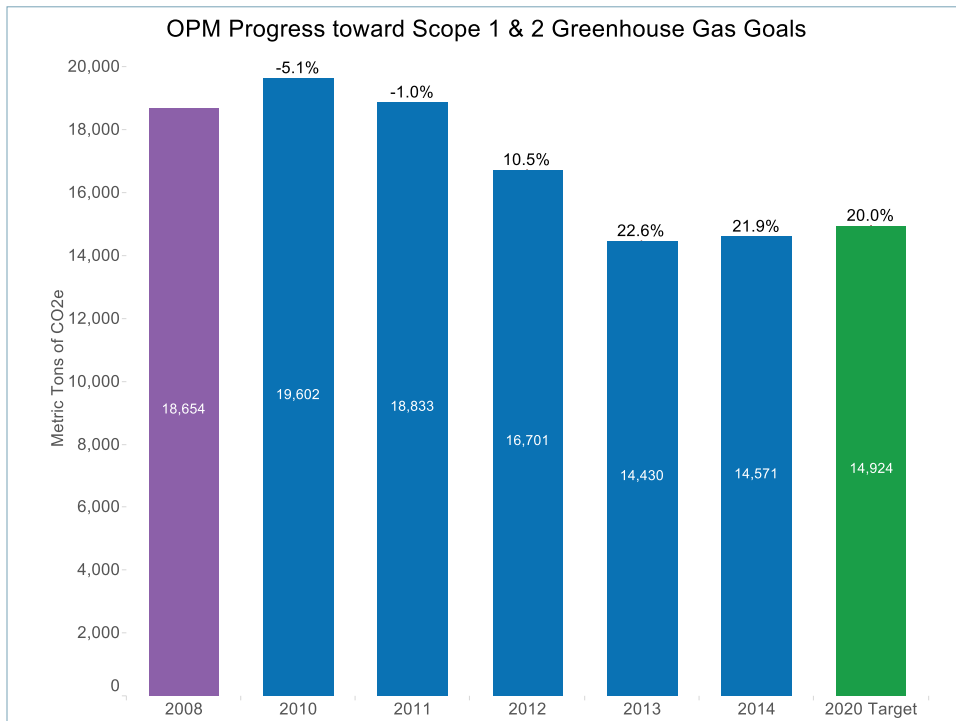
This section provides an overview of agency progress towards the sustainability goals established in E.O. 13514 and E.O. 13423. The subject of many of these goals has been carried over into E.O. 13693 and a review of past performance is useful to determine program effectiveness and development of strategies for future implementation.

Goal 1: Greenhouse Gas (GHG) Reduction

Agency Progress toward Scope 1 & 2 GHG Goal

E.O. 13514 required each agency establish a Scope 1 & 2 GHG emission reduction target to be achieved by FY 2020. The red bar represents the agency's FY 2008 baseline. The green bar represents the FY 2020 target reduction. The blue bars represent annual agency progress towards achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2008 baseline. A negative percentage value indicates that the emissions have decreased compared to the 2008 baseline.

Figure 1-1

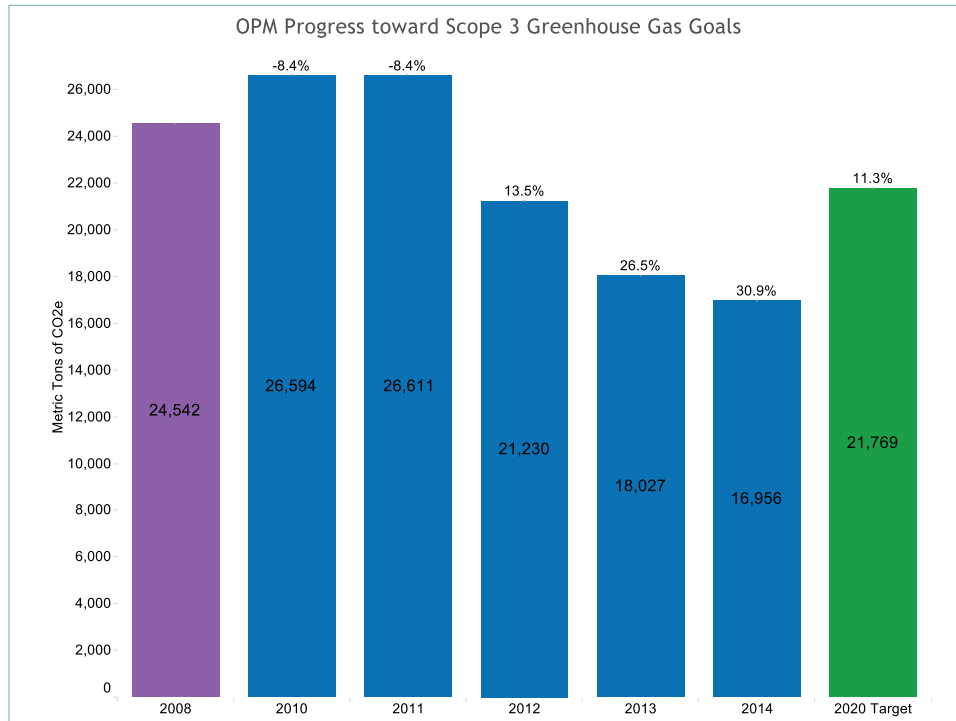


U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Agency Progress toward Scope 3 GHG Goal

E.O. 13514 required each agency establish a Scope 3 GHG emission reduction target to be achieved by FY 2020. The red bar represents the agency's FY 2008 baseline. The green bar represents the FY 2020 reduction target. The blue bars represent annual agency progress on achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2008 baseline. A negative percentage value indicates that the emissions have decreased compared to the FY 2008 baseline.

Figure 1-2



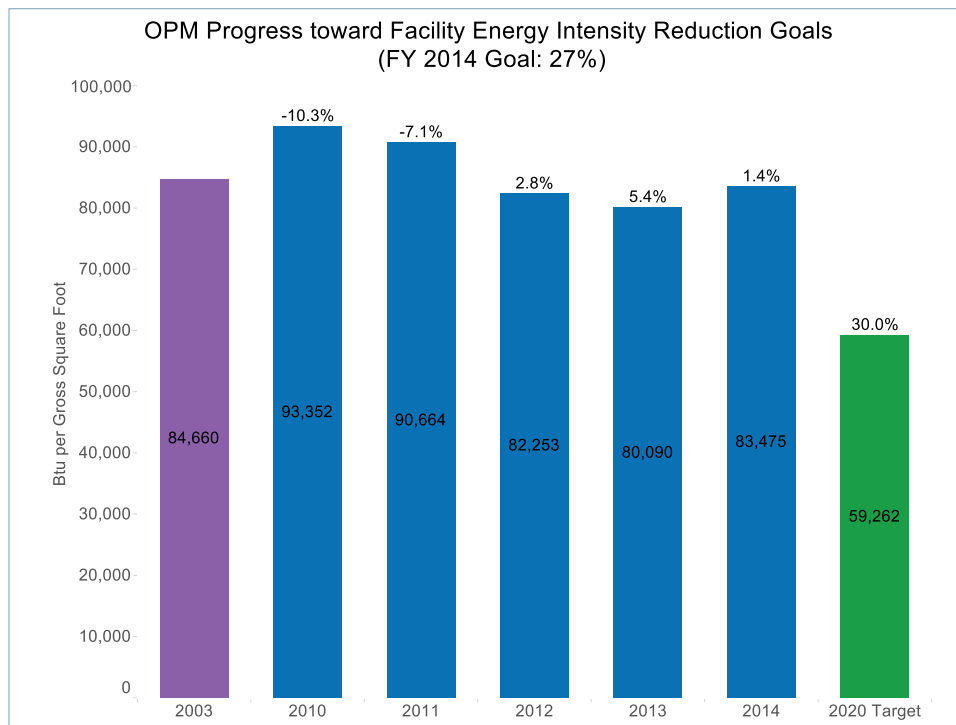
U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 2: Sustainable Buildings

Agency Progress toward Facility Energy Intensity Reduction Goal

E.O. 13514 section 2 required that agencies consider building energy intensity reductions. Further, the Energy Independence and Security Act of 2007 (EISA) requires each agency to reduce energy intensity 30 percent by FY 2015 as compared to the FY 2003 baseline. Agencies are expected to reduce energy intensity by 3 percent annually through FY 2015 to meet the goal. The red bar represents the agency's FY 2003 baseline. The green bar represents the FY 2015 target reduction. The blue bars show annual agency progress on achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2003 baseline. A negative percentage value indicates that the energy intensity has decreased compared to the FY 2003 baseline.

Figure 2-1



2015 Strategic Sustainability Performance Plan

Agency Progress toward Total Buildings Meeting the Guiding Principles

E.O. 13514 required that by FY 2015, 15 percent of agencies' new, existing, and leased buildings greater than 5,000 square feet meet the Guiding Principles. In order to meet the FY 2015 goal, agencies should have increased the percentage of conforming buildings by approximately 2 percent annually from their FY 2007 baseline. OPM does not have the authority to build new buildings or own building. Therefore OPM is exempted from this requirement.

Figure 2-2

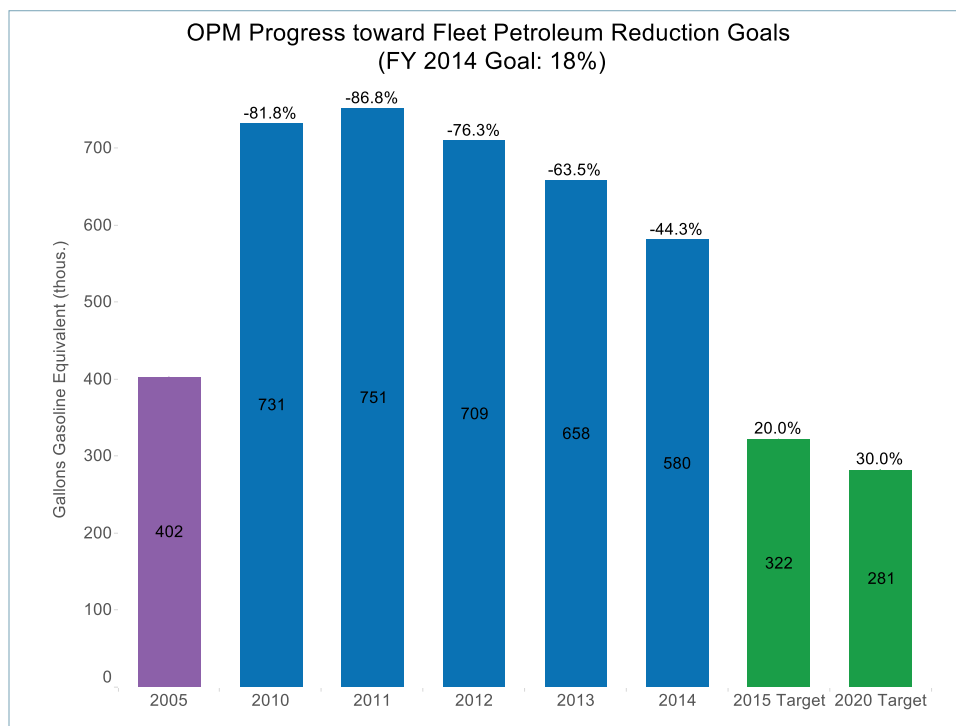
OPM is exempted from this requirement.

Goal 3: Fleet Management

Agency Progress toward Fleet Petroleum Use Reduction Goal

E.O. 13514 required and the Energy Independence and Security Act of 2007 (EISA) requires that by FY 2015 agencies reduce fleet petroleum use by 20 percent compared to a FY 2005 baseline. Agencies were expected to achieve at least a 2 percent annual reduction. The red bar represents the agency’s FY 2005 baseline. The green bars represent the FY 2015 target reduction. The blue bars represent annual agency progress on achieving these targets. The percentage at the top of each bar represents the reduction or increase from the FY 2005 baseline. A negative percentage indicates a decrease in fleet petroleum use.

Figure 3-1

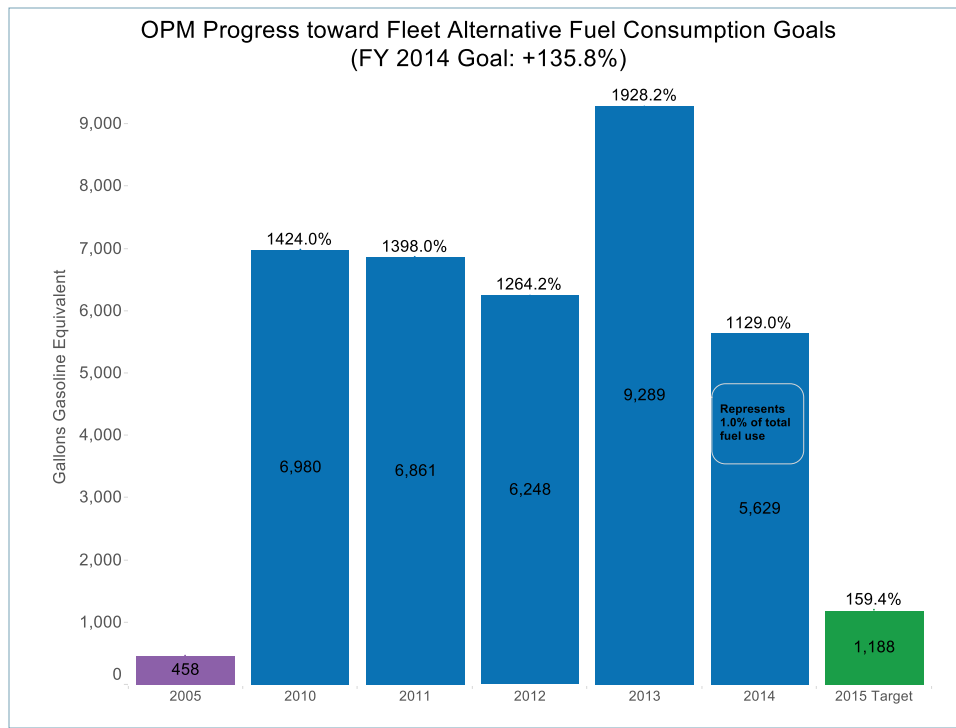


Agency Progress toward Fleet Alternative Fuel Consumption Goal

E.O. 13423 required that agencies increase total alternative fuel consumption by 10 percent annually from the prior year starting in FY 2005. By FY 2015, agencies must have increased alternative fuel use by 159.4 percent, relative to FY 2005. The red bar represents the agency’s FY 2005 baseline. The green bar represents the FY 2015 target. The blue bars represent annual agency progress on achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2005 baseline. A negative percentage indicates a decrease in fleet alternative fuel use.

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Figure 3-2



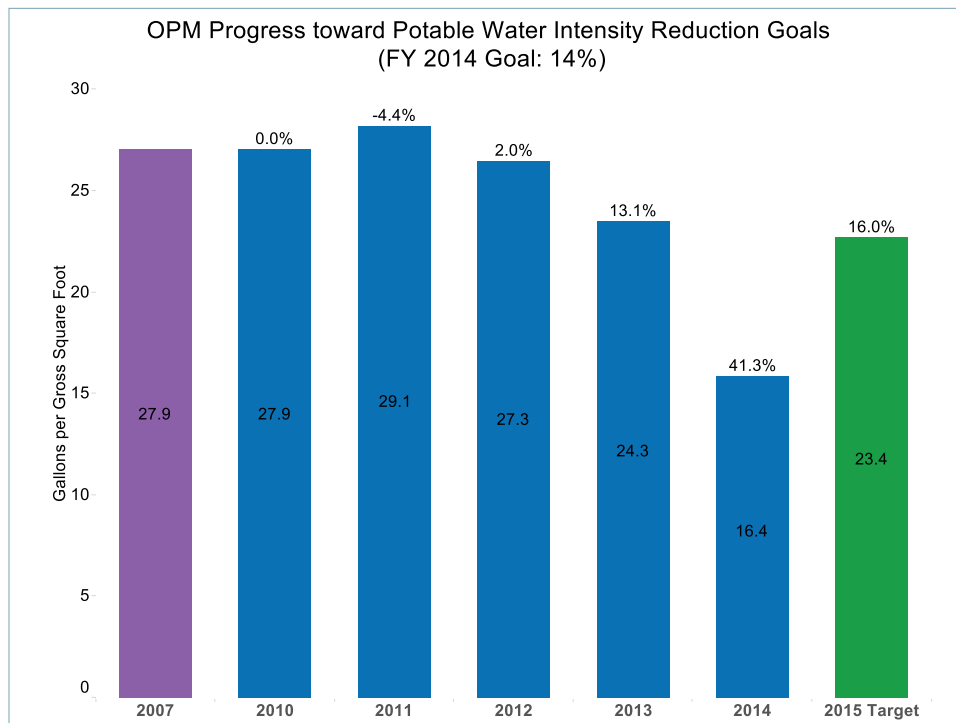
U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 4: Water Use Efficiency & Management

Agency Progress toward Potable Water Intensity Reduction Goal

E.O. 13514 required agencies to reduce potable water intensity by 2 percent annually through FY 2020 compared to an FY 2007 baseline. A 16 percent reduction was required by FY 2015 and a 26 percent reduction was required by FY 2020. The red bar represents the agency's FY 2007 baseline. The green bars represent the FY 2015 and FY 2020 target reductions. The blue bars represent annual agency progress on achieving these targets. The percentage at the top of each bar represents the reduction or increase from the FY 2007 baseline. A negative percentage value indicates that potable water use intensity decreased compared to the FY 2007 baseline.

Figure 4-1



Goal 5: Pollution Prevention & Waste Reduction

Agency Progress toward Pollution Prevention & Waste Reduction

E.O. 13514 required that Federal agencies promote pollution prevention and eliminate waste. The E.O. required agencies to minimize the use of toxic and hazardous chemicals and pursue acceptable alternatives. It also required agencies minimize waste generation through source reduction, increase diversion of compostable materials, and by the end of FY 2015 divert at least 50% of non-hazardous and 50% of construction and demolition debris².

Agency Data For This Goal Is Not Available.

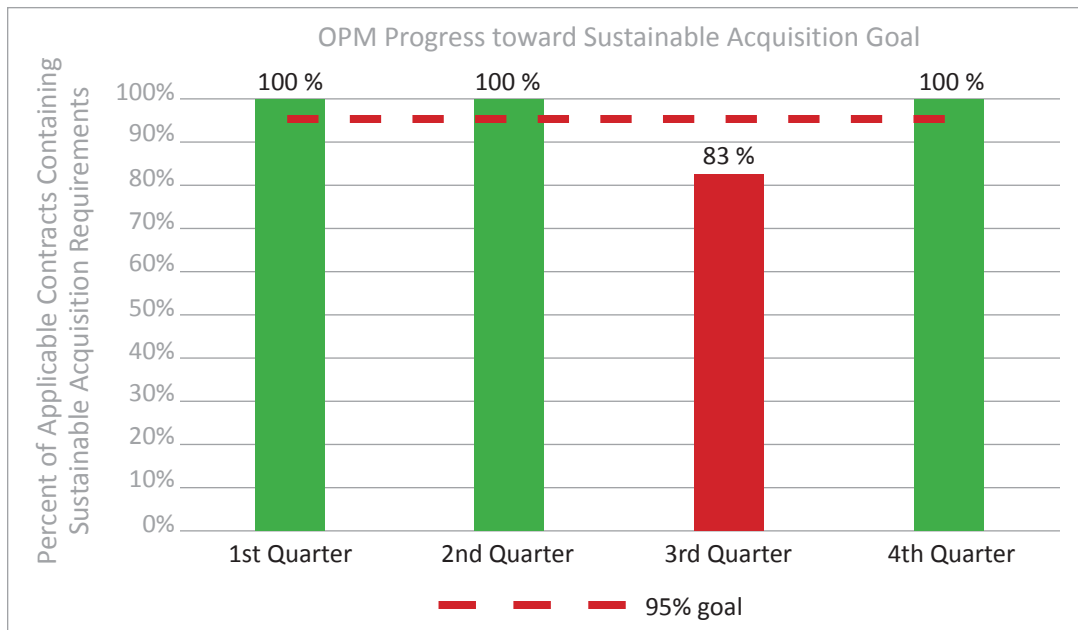
² Waste accounting guidance will be issued in spring of 2015. Agencies will be expected to begin implementation as soon as practicable. Accounting will begin in FY 2016.

Goal 6: Sustainable Acquisition

Agency Progress toward Sustainable Acquisition Goal

E.O. 13514 required agencies to advance sustainable acquisition and ensure that 95 percent of applicable new contract actions met federal mandates for acquiring products that are energy efficient, water efficient, biobased, environmentally preferable, non-ozone depleting, recycled content, or are non-toxic or less toxic alternatives, where these products meet performance requirements. To monitor performance, agencies perform quarterly reviews of at least 5 percent of applicable new contract actions to determine if sustainable acquisition requirements are included.

Figure 6-1






U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 7: Electronic Stewardship & Data Centers




Agency Progress toward EPEAT, Power Management and End of Life Goals

E.O. 13514 required agencies to promote electronics stewardship by: ensuring procurement preference for EPEAT-registered products; implementing policies to enable power management, duplex printing, and other energy-efficient features; employing environmentally sound practices with respect to the disposition of electronic products; procuring Energy Star and FEMP designated electronics; and, implementing best management practices for data center operations.




Figure 7-1

EPEAT	Power Management	End-Of-Life	Comments
			Power management 88%

EPEAT




	95% or more Monitors and PCs/Laptops purchased in FY 2014 was EPEAT Compliant Agency-wide
	85-94% or more Monitors and PCs/Laptops purchased in FY 2014 was EPEAT Compliant Agency-wide
	84% or less Monitors and PCs/Laptops purchased in FY 2014 was EPEAT Compliant Agency-wide

Power Management

	100% Power Management Enabled Computers, Laptops and Monitors Agency-wide
	90-99% Power Management Enabled Computers, Laptops and Monitors Agency-wide
	89% or less Power Management Enabled Computers, Laptops and Monitors Agency-wide

2015 Strategic Sustainability Performance Plan

End-Of-Life

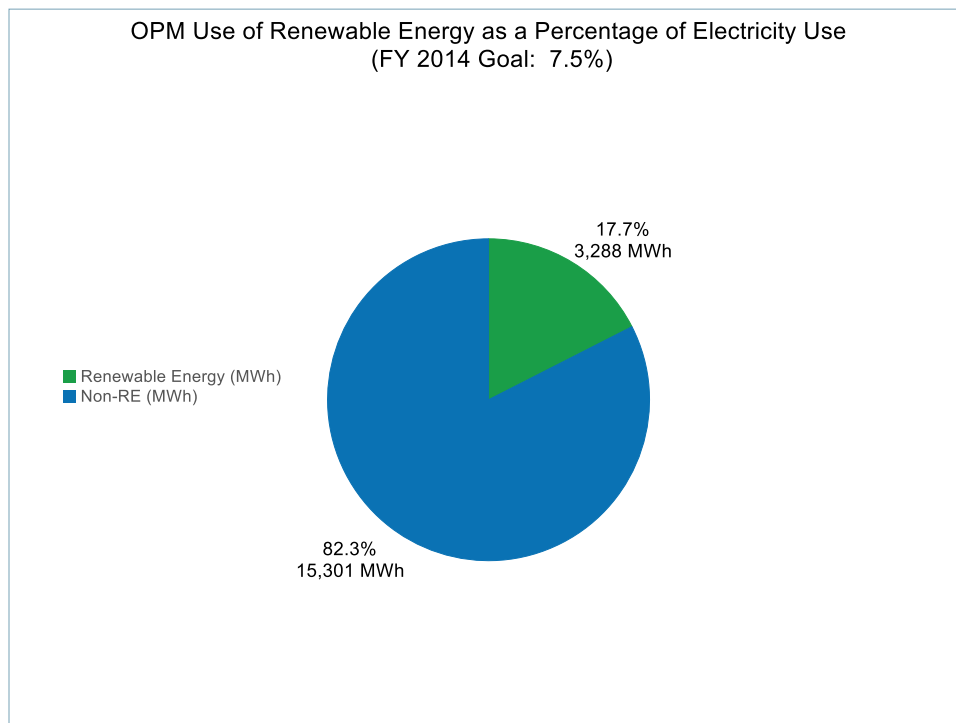
	<p>100% of Electronics at end-of-life disposed through GSA Xcess, CFL, Unicor, USPS Recycling Program or Certified Recycler (R2, E-Stewards). <i>Submitted annual report to GSA for Federal Electronics Assets furnished to non-Federal recipients.</i></p>
	<p>100% of Electronics at end-of-life disposed through GSA Xcess, CFL, Unicor, USPS Recycling Program and/or non-Certified Recycler. <i>Submitted annual report to GSA for Federal Electronics Assets furnished to non-Federal recipients.</i></p>
	<p>Less than 100% of Electronics at end-of-life disposed through GSA Xcess, CFL, Unicor, USPS Recycling Program or non-Certified Recycler. No annual report submitted to GSA for Federal Electronics Assets furnished to non-Federal recipients.</p>

Goal 8: Renewable Energy

Agency Renewable Energy Percentage of Total Electricity Usage

E.O. 13514 requires that agencies increase use of renewable energy. Further, EPACK 2005 requires agencies to increase renewable energy use such that 7.5 percent of the agency's total electricity consumption is generated by renewable energy sources for FY 2014 and beyond. For FY 2012, the required target was 5 percent of an agency's total electricity consumption. In 2013, a Presidential Memorandum entitled *Federal Leadership on Energy Management* revised the Federal agency target for agency renewable energy percentage of total electricity usage to reflect a goal of 20% by 2020.

Figure 8-1



Goal 9: Climate Change Resilience

Agency Climate Change Resilience

E.O. 13514 required each agency to evaluate agency climate change risks and vulnerabilities to identify and manage the effects of climate change on the agency's operations and mission in both the short and long term.

This goal is addressed through qualitative commitments on the part of each agency and a summary of progress may be found in the Executive Summary at the beginning of this document.

Goal 10: Energy Performance Contracts

Agency Progress in Meeting President's Performance Contracting Challenge (PPCC) Goal

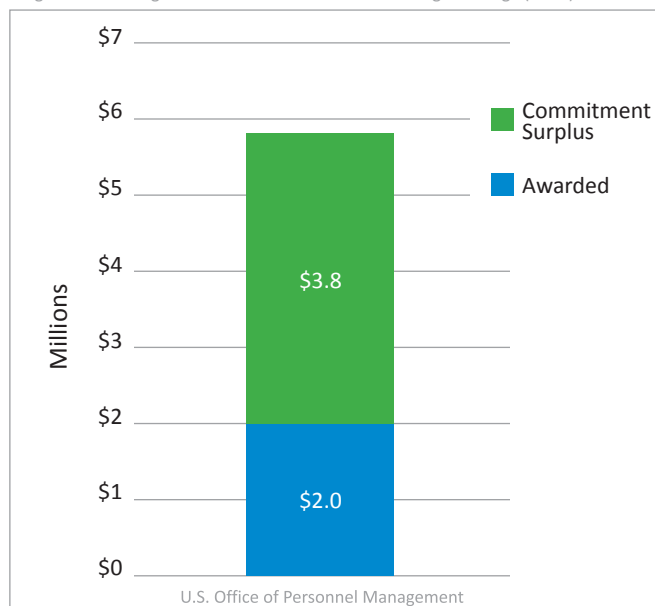
Energy Performance Contracts, including both Energy Savings Performance Contracts (ESPCs) and Utility Energy Service Contracts (UESCs), enable agencies to obtain energy efficiency investments in buildings and deploy on-site renewable energy through long-term contracts with the private sector, which are in turn paid through savings derived from those investments. ³

Figure 10-1

The chart below (left) represents the agency's performance contracting commitment and progress toward that commitment as reported through April 15, 2014 (for agencies subject to the 2011 President's Performance Contracting Challenge). The bar graph shows the total dollar value (in millions) of (1) already awarded projects, (2) projects in the pipeline but not yet awarded, and (3) the pipeline shortfall or surplus depending on whether the agency has reached their commitment goal.

Note: All agencies were expected to meet or exceed their initial target no later than June 30, 2014.

Figure 10-1
Progress in Meeting President's Performance Contracting Challenge (PPCC) Goal



Note: This chart indicates agency progress toward the 2016 Performance Contracting goal as of April 15, 2015

³ Goal 10 section is relevant only to agencies subject to the PPCC.

2015 Strategic Sustainability Performance Plan

Agency Strategies to Meet Goals of E.O. 13693

To facilitate agency planning and reporting, the majority of the goals for E.O. 13693 take effect in the beginning of fiscal year 2016 (October 1, 2015) and are therefore appropriate for inclusion in this document. As noted previously many of the goals that agencies pursued under the previous executive orders have been carried over into E.O. 13693.

This section provides certain goal areas where “Required Strategies” are identified. Where an agency does not adopt those required strategies as an FY 2016 priority, the agency should explain the rationale for that decision in the strategy narrative. Also included are recommended strategies that represent strategies that have been successfully implemented by the Federal community and may also be adopted as priority strategies.

Goal 1: Greenhouse Gas (GHG) Reduction

Table 1-1: Goal 1 Strategies – Scope 1 & 2 GHG Reductions

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Use the FEMP GHG emission report to identify/target high emission categories and implement specific actions to resolve high emission areas identified.	Yes	OPM will continue to use the annual GHG inventory to identify emissions sources and develop reduction strategies.	Review emission report by February 2016.
Identify alternative sources of data or alternative methods of analysis not set forth in E.O. 13693, but with the potential to support its goals.	No	Due to OPM’s small footprint, we could not identify any applicable alternative sources of data. As a result this strategy may not work for us.	No
Identify and support management practices or training programs that encourage employee sustainability and greenhouse gas consideration.	Yes	Utilize FEMP, GSA, CEQ and other available training programs to provide training and create greater awareness to encourage employee sustainability.	Provide annual sustainability training to employees.
Conceptualize the goals of E.O. 13693 within a projected cost-benefit framework to identify low-hanging fruit.	Yes	Develop crosswalk of the requirements of E.O. 13693 and potential cost benefit in order to determine low hanging fruit.	Complete crosswalk by April 2016.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Isolate successful measures applied toward the goals of E.O. 13514 that could be expanded to meet the goals of E.O. 13693.	No	Successful measures applied toward the goals of E.O. 13514 that are applicable to OPM have been expanded and included in E.O. 13693.	No
Determine unsuccessful programs or measures to be discontinued to better allocate agency resources, human and otherwise.	Yes	Perform comprehensive assessment of OPM's sustainability program to determine better allocation of resources.	Complete assessment by March 2016.
Determine which goals set forth in E.O. 13693 represent unambitious targets given past agency performance, identify by how much they could be exceeded, and establish new within-agency target.	No	Currently, OPM does not believe there are any goals set forth in E.O. 13693 that represents unambitious targets based on agency's past performance.	No
Employ operations and management best practices for energy consuming and emission generating equipment.	Yes	Current practices for regular tuning of building systems and powering down systems whenever feasible will continue. (1) Complete commissioning of newly installed equipment at TRB under the ARRA funded project. (2) Yearly measurement and verification (M&V) of equipment installed as part of an ESPC at TRB and FEI campus.	(1) Complete commissioning and review report by December 2015. (2) Complete M&V by February 2016.

Table 1-2: Goal 1 Strategies – Scope 3 GHG Reductions

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Reduce employee business ground travel.	Yes	We will continue to encourage alternatives to business travel, including use of WebEx and video and teleconferencing.	Track and manage performance annually through GSA Travel MIS report and commuter survey.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Reduce employee business air travel.	Yes	We will continue to encourage alternatives to business travel, including use of WebEx and video and teleconferencing.	Track and management performance annually through GSA Travel MIS report and commuter survey.
Develop and deploy employee commuter reduction plan.	Yes	In FY 2016, OPM will continue to offer the maximum transit subsidy, facilitate rideshares and carpooling, and support bike commuting.	Continue existing commuter programs in FY 2016.
Use employee commuting survey to identify opportunities and strategies for reducing commuter emissions.	Yes	The Carbon Footprint Tool commuter survey will be issued in late 2014 and results analyzed as part of our commuter reduction planning.	Deploy the annual commuter survey by December 2015.
Increase number of employees eligible for telework and/or the total number of days teleworked.	Yes	Although the agency has met its telework targets, we believe that the remaining employees either choose not to telework or cannot due to job duties. We will use similar strategies to improve the program with a goal of maintaining telework at current levels.	(1) Complete review of the Telework report annually. (2) Include language in the annual commuter survey (Carbon Footprint Tool survey) that will capture telework patterns.
Develop and implement bicycle commuter program.	No	Bicycle commuter programs are included as part of the overall commuter reduction plan.	No
Provide bicycle commuting infrastructure.	No	Bicycle commuting infrastructure has already been provided.	No

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Plan to begin FY 2016: Report scope 3 greenhouse gas emissions for leases over 10,000 E.O. 3(h)(v) rentable square feet	No	98% of OPMs leases are acquired through GSA and are shared spaces within several buildings. We will not be able to meet this requirement until GSA devises a method to provide emissions data.	No

Goal 2: Sustainable Buildings

Building Energy Conservation, Efficiency, and Management

Section 3(a) of E.O. 13693 states that agencies will promote building energy conservation, efficiency, and management. Section 3(a)(i) requires agencies to reduce building energy intensity by 2.5% annually through the end of FY 2025 (measured in British thermal units per square foot), relative to a FY 2015 baseline and taking into account agency progress to date, except where revised pursuant to section 9(f) of E.O. 13693.

Building Efficiency Performance, and Management

Section 3(h) of E.O. 13693 states that agencies will improve building efficiency, performance, and management. Section 3(h)(iii) requires that agencies identify, as a part of the planning requirements of section 14 of this order, a percentage of the agency’s existing buildings above 5,000 gross square feet intended to be energy, waste, or water net-zero buildings by FY 2025 and implementing actions that will allow those buildings to meet that target. CEQ recognizes that any FY 2016 agency projections for this goal are rudimentary estimates. Agencies will be only expected to share lessons learned in implementing this goal and will not be scored or graded on outcomes towards the target established for FY 2016.

Please input the percentage here 0%.

2015 Strategic Sustainability Performance Plan

Table 2-1: Goal 2 Strategies – Sustainable Buildings

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Use remote building energy performance assessment auditing technology 3(a)(A)	No	There is no appropriate facility within OPMs portfolio of buildings where this technology can be deployed at this time.	No
Participate in demand management programs 3(a)(B)	Yes	OPM will continue to participate in DSM. This has been successful for us.	Revise and update by February 2016 as appropriate.
Ensure that monthly performance data is entered into the Environmental Protection Agency (EPA) ENERGY STAR Portfolio Manager 3(a)(C)	Yes	Track utility consumption and GHG reports derived from data entered into PM.	(1)Update PM monthly (2) Review reports quarterly and take any appropriate corrective action to reduce utility consumption.
Where feasible: Incorporate Green Button data access system into reporting, data analytics, and automation processes 3(a)(D)	No	OPM will integrate Green Button data access system into reporting, data analytics, and automation processes when applicable utility providers participate in this program	No
Implement space utilization and optimization practices and policies 3(a)(E)	Yes	We will continue to use OPM’s policy and the GSA published document, i.e., to first optimize use of existing space, prior to seeking leased space through GSA. OPM acquired space planning software, which will assist in redesigning existing space and improving utilization.	Review and update annually as appropriate.
Identify opportunities to transition test-bed technologies to achieve the goals of this section 3(a)(F)	No	Based on recent energy and water comprehensive assessment, there is no appropriate facility within OPMs portfolio of buildings where test-bed technologies can be deployed at this time.	No

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Where feasible: Conform to city energy performance benchmarking and reporting requirements 3(a)(G)	No	OPM is already participating in the requirements of EISA energy performance benchmarking and reporting requirements.	No
Begin planning for FY 2020 requirement: Ensure all new construction of Federal buildings greater than 5,000 gross square feet that enters the planning process be designed to achieve energy net-zero and, where feasible, water or waste net-zero by FY 2030 3(h)(i)	N/A	OPM does not have the authority to construct new Federal buildings. In the event of new Federal construction that would accommodate OPM, GSA would be the lead Agency responsible for this goal	N/A
In all new agency lease solicitations over 10,000 rentable square feet, include criteria for energy efficiency as a performance specification or source selection evaluation factor 3(h)(iv)	N/A	OPM does not have authority to lease space. All OPM leasing is coordinated through GSA, and as such GSA would have responsibility for this goal. OPM will work with GSA to ensure this is considered for lease solicitations over 10,000 rentable square feet.	N/A
In all new agency lease solicitations over 10,000 rentable square feet, include requirements for building lessor disclosure of carbon emission or energy consumption data for leased portion of building 3(h)(iv)	N/A	OPM does not have authority to lease space. All OPM leasing is coordinated through GSA, and as such GSA would have responsibility for this goal. OPM will work with GSA to ensure this is considered for lease solicitations over 10,000 rentable square feet.	N/A

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
In planning new facilities or leases, include cost-effective strategies to optimize sustainable space utilization and consideration of existing community transportation planning and infrastructure, including access to public transit 3(h)(vi)	N/A	OPM does not have authority to lease space. All OPM leasing is coordinated through GSA, and as such GSA would have responsibility for this goal. OPM will work with GSA to ensure this is considered for lease solicitations over 10,000 rentable square feet.	N/A
Ensure that all new construction, major renovation, repair, and alteration of agency buildings includes appropriate design and deployment of fleet charging infrastructure 3(h)(vii)	N/A	OPM does not have the authority to build new buildings. All major renovation and repairs are done by GSA. OPM will work with GSA to ensure this is considered for future alteration at our two delegated federal owned facility.	N/A
Include climate resilient design and management into the operation, repair, and renovation of existing agency buildings and the design of new buildings 3(h)(viii)	N/A	OPM does not build new buildings. All major renovation and repairs are done by GSA. OPM will work with GSA to ensure this is considered for future alteration at our two delegated federal owned facility.	N/A
(A) Recommended Strategy			
Install and monitor energy meters and sub-meters as soon as practicable.	No	No	No
Collect and utilize building and facility energy use data to improve building energy management and performance.	No	OPM will continue to utilize and optimize this strategy.	No
Incorporate green building specifications into all new construction and major renovation projects.	Yes	While no new construction is planned, any renovations and office alternations will incorporate sustainability requirements.	Review and update design standards in accordance with current specifications annually and ensure they are incorporated in office alterations as appropriate.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
<p>Redesign or lease interior space to reduce energy use by implementing daylighting, space optimization, sensors/control system installation, etc.</p>	<p>Yes</p>	<p>OPM applies space optimization whenever it redesigns or alters office space. Space planning software acquired in FY2014 is assisting with optimization and consolidation projects. Daylighting and occupancy sensors will be employed to reduce energy use at TRB and FEI under the ESPC.</p>	<p>Complete measurement and verification (M&V) of daylight optimization and review report by March 2016.</p>
<p>Develop and deploy energy and sustainability training for all facility and energy managers.</p>	<p>No</p>	<p>OPM has already implemented energy and sustainability training for all facility and energy managers.</p>	<p>No</p>
<p>Include in every construction contract all applicable sustainable acquisition requirements for recycled, biobased, energy efficient, and environmentally preferable products.</p>	<p>No</p>	<p>This has already been implemented and is working.</p>	<p>No</p>

2015 Strategic Sustainability Performance Plan

Table 2-2: Goal 2 Strategies – Data Center Efficiency

Section 3(a)(ii) of E.O. 13693 states that agencies must improve data center efficiency at agency facilities. Section 3(a)(ii)(C) requires that agencies establish a power usage effectiveness target in the range of 1.2-1.4 for new data centers and less than 1.5 for existing data centers.

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Ensure the agency chief information officer promotes data center energy optimization, efficiency, and performance 3(a)(ii)(A)	Yes	OPM OCIO will achieve these requirements comprehensively and cost effectively by moving to new data center environment.	(1) By the end of fy16, it is expected that internal OPM systems will have moved to the new environment. (2) By the end of FY18, all systems will be moved. (3) Over the next three years, OCIO will be consolidating all existing data centers.
Install and monitor advanced energy meters in all data centers by fiscal year 2018 3(a)(ii)(B)	Yes	OPM is moving to external data centers built to industry best standards.	OCIO plans to consolidate all data centers by the end of FY18.
(A) Recommended Strategy			
Optimize agency Data Centers across total cost of ownership metrics.	Yes	OPM is moving to external data centers built to industry best standards.	OPM plans to consolidate all data centers by the end of FY18.
Improve data center temperature and air-flow management.	Yes	It is not cost effective to retrofit current infrastructure in order to meet operating standards. OPM is moving to external data centers built to industry best standards.	OCIO plans to consolidate all data centers by the end of FY18.
Identify and consolidate obsolete and underutilized agency computer servers into energy efficient data centers.	Yes	OPM is moving to external data centers built to industry best standards that will exploit virtualization to minimize the energy usage.	OCIO plans to consolidate all data centers by the end of FY18.

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 3: Clean & Renewable Energy

Agency Clean Energy Share of Total Electric and Thermal Energy Goal

E.O. 13693 3(b) requires that, at a minimum, the percentage of an agency’s total electric and thermal energy accounted for by renewable and alternative energy shall be not less than: 10% in FY 2016-17; 13% in FY 2018-19; 16% in FY 2020-21; 20% in FY 2022-23; and 25% by FY 2025.

Agency Renewable Energy Share of Total Electricity Consumption Goal

E.O. 13693 3(c) sets a second schedule that addresses specifically renewable energy. It requires that renewable energy account for not less than 10% of total electric energy consumed by an agency in FY 2016-17; 15% in FY 2018-19; 20% in FY 2020-21; 25% in FY 2022-23; and 30% by 2025.

Table 3: Goal 3 Strategies – Clean and Renewable Energy

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
DoD only: Include in DoD accounting, fulfillment of the requirements of DoD goals under section 2852 of the National Defense Authorization Act of 2007 3(e)(vi)	N/A	OPM has already explored all cost effective alternative energy approaches.	N/A
(A) Recommended Strategy			
Install agency-funded renewable on-site and retain corresponding renewable energy certificates (RECs) or obtaining replacement RECs 3(d)(i)	No	Based on facility evaluations, and comprehensive assessment including an IGA at TRB and FEI, there are no lifecycle cost effective project opportunities at this time.	No
Contract for the purchase of energy that includes installation of renewable energy on or off-site and retain RECs or replacement RECs for the term of the contract 3(d)(ii)	Yes	This has been implemented already at the TRB facility and working well for us. We plan to exercise the renewable energy option of the recently awarded ESPC at the FEI campus. All RECS will be retained.	(1)Pursue renewable energy feasible study at FEI by December 2015 (2)Amend current ESPC to include renewable energy conservation measure based on feasibility study.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Purchase electricity and corresponding RECs or obtaining equal value replacement RECs 3(d)(iii)	Yes	This has been implemented already and is working well for us to meet statutory and executive order renewable energy requirements. Due to various constraints to produce onsite renewable we will continue to use this strategy.	We will continue to utilize the GSA area wide power purchase agreement. Revise annually.
Purchase RECs 3(d)(iv)	Yes	OPM will continue to purchase RECs to complement the limited on site generated renewable produced and green power purchased.	Assess OPMs renewable energy performance against requirements annually.
Install thermal renewable energy on-site at Federal facilities and retain corresponding renewable attributes or obtain equal value replacement RECs 3(e)(i)	Yes	OPM will continue to explore thermal renewable energy at the TRB and FEI facilities as part of a broader project for cost effectiveness.	Complete assessment by March 2016.
Install combined heat and power processes on-site at Federal facilities 3(e)(ii)	Yes	OPM will continue the feasible study of CHP that was done as part of awarded ESPC assessment.	Completion is expected within the next 12 months.
Identify opportunities to install fuel cell energy systems on-site at Federal facilities 3(e)(iii)	N/A	This is not cost effective for any of the facilities OPM manages.	N/A
Identify opportunities to utilize energy from small modular nuclear reactor technologies 3(e)(iv)	N/A	This strategy is not cost effective for OPM.	N/A
Identify opportunities to utilize energy from a new project that includes the active capture and storage of carbon dioxide emissions associated with energy generation 3(e)(v)	No	This is not cost effective for OPM	No
Implement other alternative energy approaches that advance the policy set forth in section 1 and achieve the goals of section 2 of E.O. 13693 3(e)(vii)	N/A	Currently, no other cost effective alternatives energy approaches have been identified at OPM facilities.	N/A

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Consider opportunities to install or contract for energy installed on current or formerly contaminated lands, landfills, and mine sites.	No	OPM does not own nor has the authority to procure/lease property.	No

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 4: Water Use Efficiency & Management

Potable Water Consumption Intensity Reduction Goal

E.O. 13693 section 3(f) states that agencies must improve water use efficiency and management, including stormwater management. E.O. 13693 section 3(f)(i) requires agencies to reduce potable water consumption intensity by 2% annually through FY 2025 relative to an FY 2007 baseline (measured in gallons). A 36% reduction is required by FY 2025.

ILA Water Consumption Reduction Goal

E.O. 13693 section 3(f)(iii) also requires that agencies reduce their industrial, landscaping and agricultural (ILA) water consumption measured in gallons by 2% annually through FY 2025 relative to a FY 2010 baseline.

Table 4: Goal 4 Strategies – Water Use Efficiency & Management

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Install appropriate green infrastructure features to help with storm- and wastewater management (such as rain gardens, rain barrels, green roofs, or impervious pavement) 3(f)(iv)	No	Based on results of a feasible assessment done at the TRB, this is not cost effective at this time. We will pursue similar feasible study at FEIs campus.	No
Install and monitor water meters; collect and utilize building and facility water data for conservation and management 3(f)(ii)	Yes	Use data gathered from water meters to manage and analyze consumption and waste by high usage facility equipment.	(1)Install additional water meters. (2) Periodically, compare consumption against manufacturer’s performance standard
(A) Recommended Strategy			
Install high efficiency technologies (e.g., WaterSense).	Yes	OPM will complete installation of high efficiency bathroom fixtures, kitchen equipment and irrigation at both TRB and FEI campus locations under the ESPC.	Complete implementation of ESPC by February 2016.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Prepare and implement a water asset management plan to maintain desired level of service at lowest life cycle cost (for best practices from the EPA, go to http://go.usa.gov/KvbF).	No	No	No
Minimize outdoor water use and use alternative water sources as much as possible.	Yes	The need for irrigation has already been significantly reduced through landscaping changes and optimization of watering schedules. Under the ESPC, we plan to install smart irrigation controls and new spray heads at FEI. At TRB we've replaced outdoor plants with native ones which almost eliminate outdoor water use.	Continue optimizing watering schedules. Review irrigation water consumption annually.
Design and deploy water closed-loop, capture, recharge, and/or reclamation systems.	No	No	No
Install advanced meters to measure and monitor (1) potable and (2) industrial, landscaping and agricultural water use.	Yes	Through the ESPC, we will install sub meters for irrigation water, cooling tower make-up and discharge water at TRB and upgrade sub meters already in place at FEI.	Complete implementation of ESPC by February 2016.
Develop and implement programs to educate employees about methods to minimize water use.	Yes	Present water best management practice and water use at New Employees Orientation. Provide water conservation awareness training for staff. Communications about water conservation are posted in key locations, such as restrooms.	(1) Bi-weekly presentation at New Employee Orientation (2) Conduct annual training for staff.
Assess the interconnections and dependencies of energy and water on agency operations, particularly climate change's effects on water which may impact energy use.	No	No	No

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Consistent with State law, maximize use of grey-water and water reuse systems that reduce potable and ILA water consumption.	No	No	No
Consistent with State law, identify opportunities for aquifer storage and recovery to ensure consistent water supply availability.	N/A	N/A	N/A
Ensure that planned energy efficiency improvements consider associated opportunities for water conservation.	No	No	No
Where appropriate, identify and implement regional and local drought management and preparedness strategies that reduce agency water consumption including recommendations developed by Regional Federal Executive Boards.	No	No	No

Goal 5: Fleet Management

Agency Progress toward Fleet Per-Mile Greenhouse Gas Emissions Goal

E.O. 13693 section 3(g) states that agencies with a fleet of at least 20 motor vehicles will improve fleet and vehicle efficiency and management. E.O. 13693 section 3(g)(ii) requires agencies to take actions that reduce fleet-wide per-mile greenhouse gas emissions from agency fleet vehicles relative to a new, FY 2014 baseline and sets new goals for percentage reductions: not less than 4% by the end of FY 2017; not less than 15 % by the end of FY 2020; and not less than 30% by then end of FY 2025.

E.O. 13693 section 3(g)(i) requires that, as a part of the Sustainability Planning process agencies should determine the optimum fleet inventory, emphasizing eliminating unnecessary or non-essential vehicles. This information is generally available from the agency Vehicle Allocation Methodology (VAM) process that is completed each year. To satisfy this requirement for 2015, please include the VAM results and the appropriate agency fleet management plan to the appendix of this document. Future versions of this plan will require similar submissions by agencies.

2015 Strategic Sustainability Performance Plan

Table 5: Goal 5 Strategies – Fleet Management

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Collect and utilize agency fleet operational data through deployment of vehicle telematics – as soon as is practicable, but not later than two years after date of order 3(g)(iii)	Yes	(1) OPM will take advantage of any data gathering technology available. (2) Vehicle telematics will save Integrity Assurance man hours of tracking misused vehicles.	Based on availability of funding, OPM will take advantage of vehicle telematics in the upcoming fiscal years.
Ensure that agency annual asset-level fleet data is properly and accurately accounted for in a formal Fleet Management System as well as submitted to the Federal Automotive Statistical Tool reporting database, the Federal Motor Vehicle Registration System, and the Fleet Sustainability Dashboard (FLEETDASH) system 3(g)(iv)	Yes	The OPM Fleet Manager will register to the following systems: Fleet Management System and the Federal Motor Vehicle Registration System. rep (2)Currently use the following systems: FAST system and FLEETDASH	Complete registration into both systems and become Knowledgeable of both systems.
Plan for agency fleet composition such that 20% of passenger vehicle acquisitions are zero emission or plug-in hybrid vehicles by 2020, and 50% by 2025. Vehicles acquired in other vehicle classes count double toward this target 3(g)(v)	No	OPM will take every available opportunity to achieve the 20% zero emissions goal. Unfortunately, most of OPM’s vehicles are used by field agents working from home. Approximately, 90% of OPM vehicles are domicile vehicles and will not have access to plug-in stations.	The Fleet Manager will suggest installing plug-in stations at the larger centers. Fort Meade, MD Center shall be the first test site for a plug-in station.
Plan for appropriate charging or refueling infrastructure for zero emission or plug-in hybrid vehicles and opportunities for ancillary services to support vehicle-to-grid technology 3(g)(vi)	Yes	(1) Develop OPM wide policy for plug-in charging station. (2) Communicate with Senior OPM management to buy in on installing plug-in charging stations.	(1) Draft policy by January 2016. (2) Review OPM’s larger centers, TRB Headquarters, Boyers, and Fort Meade to install plug-in charging stations.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Optimize/Right-size the composition of the fleet (e.g., reduce vehicle size, eliminate underutilized vehicles, acquire and locate vehicles to match local fuel infrastructure).	Yes	Communicate with Senior OPM management to buy in on installing plug-in charging stations	(1) Review OPM’s larger centers, TRB Headquarters, Boyers, and Fort Meade to install plug-in charging stations.
Increase utilization of alternative fuel in dual-fuel vehicles.	Yes	Notify drivers of alternative fueling stations and missed opportunities.	(1) Provide drivers with the following website: www.afdc.energy.gov/locator/stations/ (2) Demonstrate a 15% increase in alternative fuel consumption in FY16.
Use a Fleet Management Information System to track fuel consumption throughout the year for agency-owned, GSA-leased, and commercially-leased vehicles.	Yes	Using the following systems to track fuel consumption: GSA drive-thru fuel reports; fuel sustainability dashboard; WEX credit card	(1) Provide mid-level fleet managers with monthly fuel reports. (2) Provide monthly fuel reports to Integrity Assurance Division for review.
Increase GSA leased vehicles and decrease agency-owned fleet vehicles, when cost effective.	No	N/A	N/A
Implement vehicle idle mitigation technologies.	N/A	N/A	N/A
Minimize the use of “law enforcement” vehicle exemption and implementing the GSA Bulletin FMR B-33, <i>Motor Vehicle Management, Alternative Fuel Vehicle Guidance for Law Enforcement and Emergency Vehicle Fleets</i> of November 15, 2011.	N/A	N/A	N/A
Where State vehicle or fleet technology or fueling infrastructure policies are in place, conform with the minimum requirements of those policies.	No	No	N/A
Reduce miles traveled (e.g., share vehicles, improve routing with telematics, eliminate trips, improve scheduling, use shuttles, etc.).	No	No	No

Goal 6: Sustainable Acquisition

Sustainable Acquisition Goal - Biobased

E.O. 13693 section 3(i) requires agencies to promote sustainable acquisition by ensuring that environmental performance and sustainability factors are considered to the maximum extent practicable for all applicable procurements in the planning, award and execution phases of acquisition.

Sections 3(iv) and 3(iv)(A) also require that agencies act, as a part of the implementation and planning requirements of section 14 of E.O. 13693, until agencies have achieved at least 95 percent compliance with the BioPreferred and biobased purchasing requirement, to establish an annual target for the number of contracts to be awarded with BioPreferred and biobased criteria and dollar value of BioPreferred and biobased products to be delivered and reported under those contracts in the following fiscal year.

To establish this target, agencies shall consider the dollar value of designated BioPreferred and biobased products reported in previous years, the specifications reviewed and revised for inclusion of BioPreferred and biobased products, and the number of applicable product and service contracts to be awarded, including construction, operations and maintenance, food services, vehicle maintenance, and janitorial services.

Number of contracts targeted for FY 2016 is 15 and dollar value is \$61,500.

(Disclaimer: The number of contracts targeted is based on the number of contracts that include the applicable biobased clauses, as determined by FPDS and SAM reporting in FY2014. We will work to increase the contractor compliance with the biobased reporting in FY2016 in order to achieve the target values).

2015 Strategic Sustainability Performance Plan

Table 6: Goal 6 Strategies – Sustainable Acquisition

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Meet statutory mandates that require purchase preference for recycled content products designated by EPA 3(i)(i)(A)	No	This strategy has been implemented. We will continue to purchase products in designated product categories with the highest content of recovered material. We will utilize EPA’s Comprehensive Procurement Guidelines (CPG), which provides detailed specifications, definitions and required percentages of recovered material for designated product categories. In addition, we will ensure that contractors use EPA Comprehensive Procurement Guideline-designated products as required by the FAR	We will continue to ensure contract compliance to meet the statutory mandates by including the applicable FAR clauses and ensure the relevant agency specifications include information on the EPA’s Comprehensive Procurement Guidelines. We will monitor compliance via quarterly contract compliance reviews.
Meet statutory mandates that require purchase preference for energy and water efficient products and services, such as ENERGY STAR qualified and FEMP-designated products, identified by EPA and DOE 3(i)(i)(B)	Yes	We intend to purchase electronic equipment with a standby power level of 1 watt or less (including ENERGY STAR and FEMP-designated electronics), if the lower-wattage product is life cycle cost effective and if the performance of the product is not compromised.	We will ensure contract compliance to meet the statutory mandates by including the applicable FAR clauses and ensure the relevant agency specifications include information on energy and water efficient products and services. We will monitor compliance via quarterly contract compliance reviews.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Meet statutory mandates that require purchase preference for Biopreferred and biobased designated products designated by the USDA 3(i)(i)(C)	No	This strategy has been implemented, but we will continue to ensure that applicable solicitations and contracts contain a preference for biobased products, as identified by the USDA's BioPreferred Program.	We will ensure contract compliance to meet the statutory mandates by including the applicable FAR clauses and ensure the relevant agency specifications include information on biopreferred and biobased designated products. We will monitor compliance via quarterly contract compliance reviews. We will also verify contractor reporting compliance within the System for Award Management in accordance with FAR 52.223-2.
Purchase sustainable or products and services identified by EPA programs such as the ones outlined in 3(i)(ii)	No	Preference has already been given to products identified by EPA programs, such as SNAP, WaterSense, Safer Choice and SmartWay, whenever these products meet performance criteria and are determined to be lifecycle cost effective	When applicable, we will ensure that relevant agency specifications include information on sustainable products or services.
Purchase Significant New Alternative Policy (SNAP) chemicals or other alternatives to ozone-depleting substances and high global warming potential hydrofluorocarbons, where feasible 3(i)(ii)(A)	No	This strategy is already working for us.	Continue to monitor annual progress
Purchase WaterSense certified products and services (water efficient products) 3(i)(ii)(B)	No	This strategy has been implemented and is working for us.	Continue to monitor annual progress
Purchase Safer Choice labeled products (chemically intensive products that contain safer ingredients) 3(i)(ii)(C)	No	No	No
Purchase SmartWay Transport partners and Smartway products (fuel efficient products and services) 3(i)(ii)(D)	No	Currently, OPM does not have the need for SmartWay Transport partners and Smartway products.	No

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
<p>Purchase environmentally preferable products and services that meet or exceed specifications, standards, or labels recommended by EPA that have been determined to assist agencies in meeting their needs and further advance sustainable procurement goals of this order 3(i)(iii)(A)</p>	<p>Yes</p>	<p>We intend to purchase environmentally preferable products or services that meet or exceed specifications, standards, or labels recommended by EPA. We will identify applicable specifications when it is determined that environmentally preferable criteria apply to a procurement.</p>	<p>We will include the applicable FAR clauses and ensure the relevant agency specifications include information on environmentally preferable products and services. We will monitor compliance via quarterly contract compliance reviews.</p>
<p>Meet environmental performance criteria developed or adopted by voluntary consensus standards bodies consistent with section 12(d) of the National Technology Transfer and Advancement Act of 1995 3(i)(iii)(B)</p>	<p>No</p>	<p>This standard should be applied appropriately and whenever possible. Further internal review is required.</p>	<p>Review, implement and update annually as appropriate.</p>
<p>Ensure contractors submit timely annual reports of their BioPreferred and biobased purchases 3(i)(iv)(B)</p>	<p>Yes</p>	<p>We will ensure that contractors meet this reporting requirement to facilitate agency efforts to accurately track and increase biobased purchasing.</p>	<p>Contractor reporting compliance will be verified within the System for Award Management in accordance with FAR 52.223-2. We will monitor compliance via quarterly contract compliance reviews.</p>
<p>Reduce copier and printing paper use and acquiring uncoated printing and writing paper containing at least 30 percent post-consumer recycled content or higher as designated by future instruction under section 4(e) of E.O. 13693 3(i)(v)</p>	<p>No</p>	<p>This strategy has been implemented and is working.</p>	<p>We will continue to use this strategy.</p>

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Recommended Strategy			
Update and deploy agency procurement policies and programs to ensure that federally- mandated designated sustainable products are included in all relevant procurements and services.	Yes	The agency green procurement plan will be reviewed and updated, as necessary, in order to comply with EO 13693 and other new requirements. We will also review and update the agency green procurement plan with comprehensive guidance and conduct sustainable acquisition training for acquisition staff.	Revise and update the green procurement plan, review existing training modules, develop a training plan, and conduct training by May 2016. Training will be completed via existing training modules via GSA Online University as well as internal OPM-specific training.
Deploy corrective actions to address identified barriers to increasing sustainable procurements with special emphasis on biobased purchasing.	No	OPM has not identified barriers that impede sustainable procurements.	No
Include biobased and other FAR sustainability clauses in all applicable construction and other relevant service contracts.	Yes	We will include the applicable FAR clauses for energy efficiency, recycled content, biobased and other relevant sustainability factors in all new service contract actions and conduct quality assurance through quarterly contract reviews.	We will achieve at least 95% contract compliance (verified through quarterly contract compliance reviews), issue an updated green procurement plan that includes sustainability for service contracts, and provide additional guidance to CORs on biobased purchasing.
Review and update agency specifications to include and encourage biobased and other designated green products to enable meeting sustainable acquisition goals.	No	No	No
Use Federal Strategic Sourcing Initiatives, such as Blanket Purchase Agreements (BPAs) for office products and imaging equipment, which include sustainable acquisition requirements.	No	No	No

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Report on sustainability compliance in contractor performance reviews.	No	No	No
Ensure that agency purchase-card holder policies direct the exclusive use of the GSA Green Procurement Compilation where desired products are listed in the Compilation.	No	No	No
Employ environmentally sound disposal practices with respect to agency disposition of excess or surplus electronics.	No	No	No

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 7: Pollution Prevention & Waste Reduction

Agency Progress toward Pollution Prevention & Waste Reduction

E.O. 13693 section 3(j) requires that Federal agencies advance waste prevention and pollution prevention. E.O. 13693 section 3(j)(iii) requires agencies to annually divert at least 50% of non-hazardous construction and demolition debris and section 3(j)(ii) requires agencies to divert at least 50% of non-hazardous solid waste, including food and compostable material, and to pursue opportunities for net-zero waste or additional diversion.

Table 7: Goal 7 Strategies – Pollution Prevention & Waste Reduction

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Report in accordance with the requirements of sections 301 through 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (42 U.S.C 11001-11023) 3(j)(i)	N/A	Agency does not perform any activities that falls within the requirements of EPCRA.	Review annually and update as appropriate.
Reduce or minimize the quantity of toxic and hazardous chemicals acquired, used, or disposed of, particularly where such reduction will assist the agency in pursuing agency greenhouse gas reduction targets established in section 2 of E.O. 13693 3(j)(iv)	Yes	OPM will revise toxic and hazardous chemicals inventory in an effort to reduce, eliminate or replace with environmentally acceptable ones as appropriate.	Continue with current practices, review annually and update as appropriate.
(A) Recommended Strategy			
Eliminate, reduce, or recover refrigerants and other fugitive emissions.	Yes	Continue to use established monitoring procedures when purchasing and recovering of refrigerant.	Update monitoring procedures at least annually
Reduce waste generation through elimination, source reduction, and recycling.	Yes	Continue to monitor solid waste and recycling generated. We also educate new employees on the 3 R's of waste management. All of our solid waste has been going to a waste to energy facility for the last 3 years.	Continue current practices.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Implement integrated pest management and improved landscape management practices to reduce and eliminate the use of toxic and hazardous chemicals/materials.	No	This has been implemented already.	No
Establish a tracking and reporting system for construction and demolition debris elimination.	N/A	N/A	N/A
Develop/revise Agency Chemicals Inventory Plans and identify and deploy chemical elimination, substitution, and/or management opportunities.	YES	We will utilize equivalent biobased substitutions upon availability where applicable.	Revise Agency Chemicals Inventory Plan annually and update as appropriate.
Inventory of current HFC use and purchases.	No	No	No
Require high-level waiver or contract approval for any agency use of HFCs.	N/A	N/A	N/A
Ensure HFC management training and recycling equipment are available.	Yes	Personnel who handle HFCs are required to be certified and HFC recycling equipment is available.	Current practices will continue.

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 8: Energy Performance Contracts

Agency Progress on Energy Performance Contracting

E.O. 13693 section 3(k) requires that agencies implement performance contracts for Federal buildings. E.O. 13693 section 3(k)(iii) also requires that agencies provide annual agency targets for performance contracting to be implemented in FY 2017 and annually thereafter as part of the planning of section 14 of this order.

Table 8: Goal 8 Strategies – Energy Performance Contracting

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Utilize performance contracting to meet identified energy efficiency and management goals while deploying life-cycle cost effective energy and clean energy technology and water conservation measures 3(k)(i)	Yes	OPM will continue to use performance contracting to meet identified energy efficiency goals.	Review and modify existing ESPC contract to include optional ECMs that were not included in the TO due to lack of funding. Complete by January 2016.
Fulfill existing agency performance contracting commitments towards the \$4 billion by the end of calendar year 2016 goal established as part of the GPRM Modernization Act of 2010, Climate Change Cross Agency Priority process 3(k)(ii)	No	OPM awarded ESPC last September. We have met and exceeded the performance contracting commitments towards the \$4 billion goal.	No
(A) Recommended Strategy			
Evaluate 25% of agency's most energy intensive buildings for use with energy performance contracts	No	No	No
Prioritize top ten projects which will provide greatest energy savings potential	No	No	No
Cut cycle time of performance contracting process by at least 25%	N/A	OPM's project already been awarded	N/A
Assign agency lead to participate in strategic sourcing initiatives	N/A	N/A	N/A
Devote 2% of new commitments to small buildings (<20k sq. ft.)	N/A	OPM has no eligible buildings of this size.	N/A

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
Identify and commit to include 3-5 onsite renewable energy projects in energy performance contracts	N/A	Based on the results of the investment grade audit, there are no economically feasible renewable energy projects.	N/A
Ensure relevant legal and procurement staff are trained by FEMP ESPC/ UESC course curriculum	No	Legal and procurement staff involved in the ESPC have consulted directly with FEMP and DOE experts and referenced FEMP materials as needed.	No
Provide measurement and verification data for all awarded projects	Yes	Implementation period M&V will be provided upon construction completion.	Complete M&V by February 2016.
Enter all reported energy savings data for operational projects into MAX COLLECT (max.gov)	Yes	Implementation period M&V will be provided upon construction completion and project acceptance by February 2016.	Update MAX COLLECT annually with energy savings data.

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 9: Electronic Stewardship

Agency Progress on Electronic Stewardship

E.O. 13693 section 3(l) requires that agencies promote electronics stewardship and requires ensuring procurement preference for environmentally sustainable electronic products as established in section 3(i); (ii) establishing and implementing policies to enable power management, duplex printing, and other energy-efficient or environmentally sustainable features on all eligible agency electronic products; and (iii) employing environmentally sound practices with respect to the agency’s disposition of all agency excess or surplus electronic products.

Table 9: Goal 9 Strategies – Electronic Stewardship

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Establish, measure, and report procurement preference for environmentally sustainable electronic products 3(l)(i)	Yes	All sustainable electronic purchases have mandatory requirement that contain EPEAT and energy star compliant.	OPM has achieved 100% compliance in this area, and we intend to continue this requirement for acquisition of all sustainable electronic products.
Establish, measure, and report policies to enable power management, duplex printing, and other energy-efficient or environmentally sustainable features on all eligible agency electronic products 3(l)(ii)	Yes	Both PM and duplex printing and other environmental preferable options and features are enabled on all eligible equipment.	(1) We have achieved 89% of power management this year. In next 12 months, we are planning to achieve 95% compliance. (2) We have ensured acquisition of 100% on duplex ready printers across agency. This includes both network and desktop printers.
Establish, measure, and report sound practices with respect to the agency’s disposition of excess or surplus electronic products 3(l)(iii)	Yes	OPM’s current policies and practices direct all excess equipment to GSAXcess, Computers for Learning, or recycling by Unicorn.	OPM has achieved 100% compliance in this area. We will continue using these as our preferred methods to dispose of electronics.
Update and deploy policies to use environmentally sound practices for disposition of all agency excess or surplus electronic products and monitor compliance.	Yes	Revise agency policy and practices that direct all excess equipment to ensure compliance, OPM’s current policies and practices direct all excess equipment to GSAXcess, Computers for Learning, or recycling by Unicorn.	Complete policy revision by August 2016.

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Goal 10: Climate Change Resilience

Table 10: Goal 10 Strategies – Climate Change Resilience

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Update agency external programs and policies (including grants, loans, technical assistance, etc.) to incentivize planning for, and addressing the impacts of, climate change. (In column C, identify names of agency programs or policies)	N/A	OPM does not have external programs related to climate change planning.	N/A
(A) Recommended Strategy			
Update agency emergency response procedures and protocols to account for projected climate change, including extreme weather events.	Yes	OPM regularly updates emergency response plans such as Occupant Emergency Plans and the agency Continuity of Operations Plan (COOP). In developing these plans, the Emergency Action Division conducts a risk analysis, which includes climate related events such as extreme weather and emerging threats from disease.	Include evaluation of climate-related risks when plans are reviewed and updated annually.
Ensure workforce protocols and policies reflect projected human health and safety impacts of climate change.	Yes	OPM is responsible for determining Federal government operating status in the event of a weather emergency in the DC metropolitan area, taking into account potential health and safety impacts on the federal workforce. OPM’s internal protocols and policies, including telework readiness, ensure that our workforce is prepared in the event of emergency closures.	Conduct periodic agency telework readiness exercises.

2015 Strategic Sustainability Performance Plan

(A) Strategy	(B) Top Five? Yes / No / NA	(C) Strategy Narrative (100 word limit)	(D) Specific targets/metrics to measure success including milestones in next 12 months
(A) Required Strategy under E.O. 13693			
Update agency external programs and policies (including grants, loans, technical assistance, etc.) to incentivize planning for, and addressing the impacts of, climate change.	N/A	OPM does not have external programs related to climate change planning.	N/A
Ensure agency principals demonstrate commitment to adaptation efforts through internal communications and policies.	Yes	Ensure climate change adaptation is incorporated into planning processes and policies of key departments and divisions.	Update leadership with new and applicable information on climate change and adaptation efforts periodically.
Identify vulnerable communities that are served by agency mission and are potentially impacted by climate change and identify measures to address those vulnerabilities where possible.	No	OPM's mission is focused on providing services to other Federal agencies and their employees.	No
Ensure that agency climate adaptation and resilience policies and programs reflect best available current climate change science, updated as necessary.	Yes	Assess climate risks and potential impacts on agency operations on an annual basis and update adaptation policies as needed. We will continue to use this strategy.	Conduct annual assessment and incorporate new information into updates of climate change adaptation policy and plan.
Design and construct new or modify/manage existing agency facilities and/or infrastructure to account for the potential impacts of projected climate change.	No	OPM does not plan any major facility modification or infrastructure projects in FY 2016.	No
Incorporate climate preparedness and resilience into planning and implementation guidelines for agency-implemented projects.	No	OPM does not have any applicable projects planned in FY 2016.	No
Ensure climate change adaptation is integrated into both agency-wide and regional planning efforts, in coordination with other Federal agencies as well as state and local partners, Tribal governments, and private stakeholders.	Yes	OPM coordinates with Federal, regional, and local agencies on planning for extreme weather events through participation in the Metropolitan Washington Council of Governments (MWCOG) Emergency Preparedness Council.	Participate in MWCOG and in the annual continuity of government exercise.

U.S. OFFICE OF PERSONNEL MANAGEMENT
2015 Strategic Sustainability Performance Plan

Appendices

Instructions:

Agencies should as an appendix to this plan attach the Agency 2015 Vehicle Allocation Methodology results and 2015 Fleet Management Plan. The seven agencies that meet the requirement established in section 15(b) of E.O. 13693 shall provide as an appendix to this plan, a brief summary of actions planned to respond to the requirements of that section.

All agencies should provide a preliminary plan to address the climate preparedness and resilience requirements of section 13(a) and (b) of E.O. 13693 including any planned actions, identification of offices within the agency responsible for plan preparation, and any milestones for the plan. Agencies may, as appropriate, attach updated Climate Adaptation Plans if they have prepared any revisions since 2014.

In the Sustainability Plan guidance for 2016 agencies will be asked to include several plans and revised targets as established in E.O. 13693 and in the Implementing Instruction issued to support the E.O.

Appendix I: Acronyms

AFV	Alternative Fuel Vehicle
ARRA	American Recovery and Reinvestment Act
BPA	Blanket Purchasing Agreement
CEQ	Council on Environmental Quality
CO	Contracting Officer
CO ₂ e	Carbon Dioxide Equivalent
COOP	Continuity of Operations Plan
COR	Contracting Officer Representative
CPARS	Contractor Performance Assessment Reports System
ECM	Energy Conservation Measure
EISA	Energy Independence and Security Act
EO	Executive Order
EPEAT	Electronic Product Environmental Assessment Tool
ESCO	Energy Services Company
ESPC	Energy Savings Performance Contract
FAST	Federal Automotive Statistical Tool
FEI	Federal Executive Institute
FEMP	Federal Energy Management Program
FY	Fiscal Year
GHG	Greenhouse Gas
GSA	General Services Administration
HFC	Hydrofluorocarbon
HVAC	Heating, Ventilation, and Cooling
M&V	Measurement and Verification
OPM	Office of Personnel Management
REC	Renewable Energy Credit



UNITED STATES
OFFICE OF PERSONNEL MANAGEMENT
Chief Sustainability Officer
Facilities, Security, and Contracting
1900 E Street, NW
Washington, DC 20415