United States Department of the Interior

OFFICE OF THE ASSISTANT SECRETARY
POLICY, MANAGEMENT AND BUDGET
Washington, DC 20240

TAKE PRIDE IN AMERICA

MAR 2 3 2007

Memorandum

To: Heads of Bureaus and Offices

From: R. Thomas Weimer
Assistant Secretary

Subject: Department of the Interior's Federal Leadership in High Performance and Sustainable Buildings Implementation Plan and Work Group Formation

Reply Due: March 30, 2007

The Department of the Interior's Federal Leadership in High Performance and Sustainable Buildings Implementation Plan is posted on the Greening the DOI website at: http://www.doi.gov/greening/buildings. Since development of the Implementation Plan, a new Executive Order 13423 - "Strengthening Federal Environmental, Energy, and Transportation Management," was signed by President Bush on January 23, 2007. Therefore, the Implementation Plan must be updated to address new guidance associated with the E.O.

The draft instructions for implementing E.O. 13423 states that, "By July 1, 2007, each agency shall develop and submit to the Office of Management and Budget a plan for all new facilities and renovation projects to implement design, construction, and maintenance and operation practices in support of the sustainable design/high-performance buildings goals of the E.O. and statutory requirements." Additionally, the instruction outlines minimum content elements the plan must address, as well as the operations and disciplines to coordinate with to ensure all stakeholders are part of the plan development process. Therefore, in order to meet these requirements, we are forming a follow-on Sustainable Building Design Work Group to complete a gap analysis on the Implementation Plan and make changes as necessary.

The draft instructions for implementing E.O. 13423 also states, "The plan shall be developed and implemented in coordination with designers; engineers; architects; energy, environmental, real property, and facility managers; and maintenance personnel; and acquisition and financial officers within each agency." Please ensure your Bureau or Office representative(s) can coordinate with the applicable stakeholders above and represent Bureau or Office considerations at the meetings. If you have multiple representatives attending from your Bureau or Office, please designate a lead representative who will be responsible for coordinating decisions and deliverables.

Please forward the name(s) of your Bureau or Office representative(s) for the Sustainable Building Design Work Group to Gay Bindocci by **March 30, 2007**. We will discuss the current plan and available implementing guidance at the first meeting which is scheduled for **April 10, 2007**, in the Main Interior Building.

If you have any questions, please contact Gay Bindocci, National Business Center at (202) 208-3919 or e-mail Gay_M_Bindocci@nbc.gov or Kathleen Bartholomew at (202) 208-3901 or e-mail Kathleen_Bartholomew@ios.doi.gov.

cc: Deputy Secretary
Chief of Staff