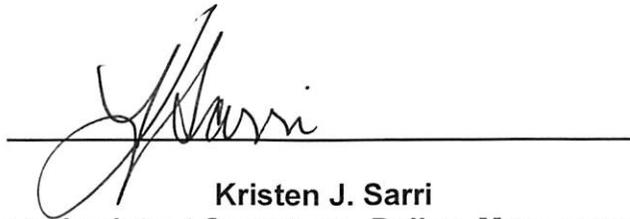


Department of the Interior

2016 Strategic Sustainability Performance Plan

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Kristen J. Sarri
Principal Deputy Assistant Secretary - Policy, Management and Budget
and
The Department's Chief Sustainability Officer

Date June 29, 2016

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United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, D.C. 20240

APR 12 2016

SUSTAINABILITY AND ENVIRONMENTAL POLICY

The U.S. Department of the Interior (Department) protects and manages the Nation's natural resources and cultural heritage; provides scientific and other information about those resources; and honors the Nation's trust responsibilities or special commitments to American Indians, Alaska Natives, and affiliated island communities. The Department is committed to carrying out this mission while implementing proactive sustainable and environmental practices. The purpose of this policy is to ensure the Department has the necessary systems, processes, and objectives in place to protect the environment, fulfill its compliance obligations, improve environmental performance, and address climate change.

The Department strives to continuously improve social, economic, and environmental performance through promotion and implementation of sustainable practices and environmental management programs. The Department's Environmental Management System (EMS) is the strategic process for implementing and monitoring progress on directives and goals of sustainability and environmental Executive Orders, statutes, regulations, and other related requirements. The EMS continual improvement process fosters innovation and increases efficient use of resources to make our agency more resilient and to strengthen the communities in which we operate.

The Department is committed to:

- Preventing pollution and integrating sustainability into operations, policies, and programs by:
 - Reducing greenhouse gas emissions
 - Conserving energy and water
 - Promoting clean and renewable energy
 - Improving fleet and vehicle efficiency
 - Improving building efficiency and performance
 - Promoting sustainable acquisition and procurement
 - Advancing waste prevention and waste diversion
 - Promoting electronic stewardship
 - Supporting Federal facility climate change preparedness and resilience
- Fulfilling applicable compliance obligations
- Establishing objectives and targets that align with federally established sustainability program goals

The Department shall implement and maintain an EMS that reflects this policy and is consistent with the requirements of the ISO 14001 international standard for environmental management systems.

A handwritten signature in black ink, appearing to read "Kristen J. Sarri". The signature is fluid and cursive, with a large loop at the beginning.

Kristen J. Sarri
Principal Deputy Assistant Secretary – Policy,
Management and Budget

U.S. Department of the Interior 2016 Strategic Sustainability Performance Plan

Executive Summary

Vision

The U.S. Department of the Interior (Department) is committed to maintaining leadership in sustainability and greenhouse gas (GHG) emission reductions and will continue to integrate sustainability into all aspects of its mission to protect America's natural resources and heritage, honor cultures and Tribal communities, and supply the energy to power America's future. The Department will continue to increase efficiency and improve environmental performance through implementation of the sustainability goals in Executive Order (E.O.) 13693, *Planning for Federal Sustainability in the Next Decade*.

Also, as stated in the updated Sustainability and Environmental Policy, the Department will ensure it has the necessary systems, processes, and objectives to protect the environment, fulfill its compliance obligations, improve environmental performance, and address climate change. The Department and its bureaus are designing, operating, and maintaining its assets to use less energy, water, and other natural resources to reduce GHG emissions and prepare for anticipated climate change impacts through adaptation planning and strengthening the resilience of the resources it manages.

Leadership

The Department utilizes a fully implemented, International Organization for Standardization (ISO) 14001 conformant, department-level environmental management system (EMS) governed by the Sustainability Council (Council) to integrate sustainability into the Department's mission activities to achieve federal sustainability goals. The Council is chaired by the Agency Chief Sustainability Officer with a vision that the Council will "...serve as a forum for integrating sustainability practices into the operations of the Department in support of its mission, and will facilitate the exchange of ideas and information among Council members." The Council is a multidisciplinary, collaborative decision-making forum for sustainability and environmental compliance and works on strategies to implement and reach the Department's sustainability goals. Each bureau and applicable office, including the Offices of the Chief Information Officer, Acquisition and Property Management, Financial Management, Budget, and Environmental Policy and Compliance, is represented on the Council by a Chief Sustainability Officer and staff membership on the Implementation Committee and multiple technical workgroups. Each Council organizational level focuses on strategies and actions to reach the sustainability goals (see Exhibit 1). Compliance and progress on meeting the sustainability goals are reported and discussed with leadership at the Chief Sustainability Officer meetings and at the annual Environmental and Sustainability Management Review. Additionally, each bureau and applicable office is rated on how well it meets sustainability goals on the annual departmental Organizational Assessment used as part of senior leadership performance assessments.

DOI SUSTAINABILITY COUNCIL STRUCTURE

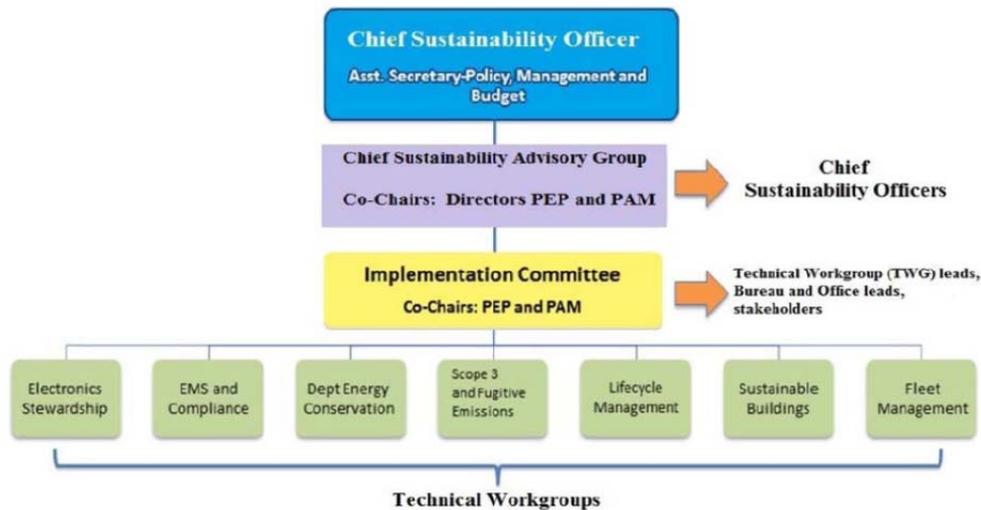


Exhibit 1: This graphic shows the organizational structure of the Sustainability Council

Beyond the information sharing that occurs through the proceedings of the Council and its associated committees and technical workgroups, the Department shares sustainability goal implementation best practices by highlighting the project and program accomplishments of recipients of the Department’s Environmental Achievement Awards and the Department of Energy’s (DOE’s) Federal Energy and Water Management Awards on the Department’s internal and external communication sites. Information on the Department’s 2015 Environmental Achievement Award recipients and their achievements can be accessed at: <https://www.doi.gov/greening/awards/2015/recipients>. In 2015, the DOE awarded the Department four Federal Energy and Water Management Awards. Information on these recipients and their achievements can be found at: https://www.doi.gov/pam/programs/energy_management/awards. The Department is extremely proud of the success it is achieving with integrating sustainability goals into its mission and will continue its positive progress towards meeting the goals through continual improvement.

Performance Summary Review

Goal 1: Greenhouse Gas (GHG) Reduction

Scope 1 & 2 GHG Reduction Goal

In fiscal year (FY) 2010, the Department established a FY 2020 scope 1 and 2 GHG emissions reduction goal of 20% relative to FY 2008. In FY 2015, as required by E.O. 13693, the Department set a FY 2025 scope 1 and 2 GHG reduction goal of 36% relative to FY 2008. In FY 2015, the Department reduced scope 1 and 2 GHG emissions by 15.3% relative to FY 2008, and is on track to meet out-year goals.

The Department will continue to reduce scope 1 and 2 GHG emissions by:

- Using the GHG and Sustainability Data Report to identify and target high emission categories and implement specific actions to address high emission areas identified,
- Reduce energy consumption by implementing energy efficient and on-site renewable energy technologies,
- Employ operations and maintenance (O&M) best practices for emission generating and energy consuming equipment, and
- Identify and support management practices and/or training programs that encourage employee engagement in addressing GHG reduction.

Scope 3 GHG Reduction Goal

In FY 2010, the Department established a FY 2020 scope 3 GHG emissions reduction goal of 9% relative to FY 2008. In FY 2015, as required by E.O. 13693, the Department set a FY 2025 scope 3 GHG reduction goal of 23% relative to FY 2008. In FY 2015, the Department reduced scope 3 GHG emissions by 22.8% relative to FY 2008, and is on track to meet out-year goals.

The Department will continue to reduce scope 3 GHG emissions by:

- Reducing employee business air and ground travel,
- Conducting an employee commuting survey to identify opportunities and strategies for reducing commuter emissions,
- Increasing and tracking employee telework, and
- Supporting alternative and zero emissions commuting methods and providing necessary infrastructure.

The Department has consistently been a leader in encouraging active commuting, which reduces scope 3 GHG emissions. The Bicycle Subsidy Commuting Program has 324 participants nationwide, and in the National Capital Region, the Department has 540 employees who take advantage of its Capital Bikeshare Corporate Membership. Over the last few years, the Department has also led the Federal Government in participation and miles ridden in the Federal Bike Challenge.

Goal 2: Sustainable Buildings

In FY 2015, the Department reduced its building energy intensity – measured in British thermal units per gross square foot (gsf) – 33.3% in relation to the FY 2003 baseline. The Department also achieved compliance with the *Guiding Principles for High Performance and Sustainable Buildings* (2008 Guiding Principles) in 4.7% of its buildings greater than 5,000 gsf. In FY 2016, the Office of Management and Budget (OMB) and the Council on Environmental Quality (CEQ) released the *Guiding Principles for Sustainable Federal Buildings* (2016 Guiding Principles), which updated requirements for sustainable buildings compliance. E.O 13693 requires that all new construction and modernization projects of buildings greater than 5,000 gsf and 15% of existing buildings greater than 5,000 gsf comply with the 2016 Guiding Principles. Meeting the target for existing buildings compliance is a challenge for the Department for the following reasons:

- The Department has a limited amount of new construction relative to the size of its building inventory. Compliance with the Guiding Principles can be more easily achieved in new buildings than in existing buildings, which often require extensive renovation,

- The Department’s building inventory is unique, which inhibits opportunities to comply with the Guiding Principles. For example, the Department owns many historic properties:
 - More than 20% of owned buildings greater than 5,000 gsf are categorized as historic properties. These assets are National Historic Landmarks, are listed on the National Register of Historic Places (NRHP), or have been determined eligible to be listed on the NRHP. Furthermore, the Department estimates that nearly 70% of its building inventory greater than 5,000 gsf could be eligible for the NRHP if these properties were to be evaluated, and
- The Department is focused on addressing deferred maintenance.

In spite of these challenges, the Department remains committed to meeting the energy and sustainable buildings requirements of E.O. 13693. For example, the Department’s budget guidance states that all building projects, regardless of type, must follow all applicable mandatory energy and sustainable buildings requirements in the scope of the project. In FY 2016, the Department will:

- Make energy efficiency investments in agency buildings,
- Install meters and sub-meters to monitor building-level energy use,
- Collect and utilize building and facility energy use data to improve building energy management and performance,
- Ensure that performance data are entered into the Environmental Protection Agency’s (EPA) ENERGY STAR Portfolio Manager,
- Continue to require compliance with the Guiding Principles in all new construction and modernizations,
- Continue to integrate sustainable practices to meet the Guiding Principles into planned renovations and ongoing O&M at existing buildings,
- Conduct sustainable building assessments at existing buildings,
- Continue to deploy sustainable building awareness and assessment training to departmental design, construction, inspection, and building management staff, and
- Update the Department’s guidance on sustainable buildings to incorporate the 2016 Guiding Principles.

Goal 3: Clean & Renewable Energy

The Department is dedicated to fulfilling the renewable electricity goals of the Energy Policy Act of 2005 (EPAct) and E.O. 13693 by purchasing and generating electricity from renewable sources. In FY 2015, the Department used 79,874.3 megawatt-hours (MWh) of renewable electricity from on-site Department-owned renewable electricity systems (solar photovoltaic (PV), small wind, incremental hydroelectric power) and through renewable electricity purchases and credits. This represents 12.3% of the Department’s total facility electricity use and exceeded the EPAct goal of 7.5% of facility electricity use.

The Department will continue to promote the use of renewable energy by implementing the following strategies:

- Installing Department-funded on-site renewable electricity systems,
- Implementing on-site thermal renewable energy systems,
- Installing on-site combined heat and power processes, and
- Purchasing renewable energy certificates (RECs) to supplement installations and purchases of renewable energy, when needed to achieve renewable goals.

Goal 4: Water Use Efficiency & Management

E.O. 13693 requires agencies to reduce potable water consumption intensity, measured in gallons per square foot, by 2% annually through FY 2025 relative to a FY 2007 baseline, so that a 36% reduction is achieved. The FY 2015 goal was 16%. In FY 2015, the Department reported potable water intensity at 56.9 gallons per gross square foot. This represents a 9.2% reduction relative to the FY 2007 baseline, but an increase of 6.3% from FY 2014. This increase is due to a number of factors, including:

- Better data collection in the Department's new centralized reporting system, Financial and Business Management System (FBMS), which included many sites that had not previously reported water use,
- Quality of data reported in the FBMS. As with any new system, issues and inefficiencies have been found as bureaus populate and use the system, and
- Significant leaks detected at major sites.

The Department's non-potable water use is primarily for mission related functions, such as, care and feeding of animals and wildlife including endangered species; establishment and propagation of wildlife habitats; power generation and the distribution of water as a result of water rights, contracts, or Tribal agreements; and wildland firefighting, which are not subject to water reduction goals. The Department will continue to make improvements in its delivery and use of non-potable water wherever feasible.

The Department remains committed to meeting the water conservation requirements of E.O. 13693 by:

- Conducting bureau- and office-level analyses of their water consumption data within FBMS to ensure data quality and identify and target the greatest sources of potable water consumption,
- Repairing or replace leaking water lines as quickly as possible,
- Installing water conservation technologies,
- Installing green infrastructure features to assist with storm and wastewater management,
- Minimizing outdoor water use and use alternative water sources as much as possible,
- Maximizing use of grey-water and water reuse systems that reduce potable and non-potable water consumption, where permissible by State and local laws, and
- Installing and monitoring water meters and utilizing data to advance water conservation and management.

Goal 5: Fleet Management

The EPA Act established an annual 2% petroleum reduction that equates to a FY 2015 fleet petroleum use reduction goal of 20% compared to FY 2005. The Department exceeded the FY 2015 reduction goal by achieving a 22% reduction in petroleum use. These reductions contributed to the scope 1 and 2 GHG emissions reductions in FY 2015.

The Department also made significant reductions in the number and size of vehicles in the fleet compared to the FY 2005 baseline. The Department reduced the fleet by 10% and increased the consumption of alternative fuels (AFs) by over 100,000 gasoline gallon equivalents, while reducing petroleum consumption in the same time period.

The Department greatly increased its number of AF and hybrid vehicles since FY 2005. The number of alternative fuel vehicles (AFVs) in the Department's inventory in FY 2015 was nearly 9,100 vehicles.

The Department also has over 1,300 hybrid vehicles in its fleet. This represents an increase of 7,800 AFVs, compared to FY 2005.

In FY 2015, the Department's AF use equaled 3.4% of total fuel use, and the Department achieved a 28% increase in AF use when compared with FY 2005.

While the Department is making progress meeting the fleet goals, there are challenges. Some challenges include AF infrastructure limitations and a need for education regarding the available technologies. The Department's fleet consists of approximately 70% light and medium duty trucks. The predominance of trucks in the composition of the Department's fleet poses significant challenges to enact vehicle efficiency initiatives geared towards increasing efficiencies in passenger sedans. In addition, the Department has realized a dramatic increase in the number of ethanol and hybrid vehicles, which can operate exclusively on conventional fuel. This has led to a marked decline in the use of AFs, in part, due to the availability of these alternatives. The lack of AF infrastructure, combined with the type of the majority of vehicles that comprise the Department's vehicle inventory, provides a great challenge for the Department to acquire AFVs and the corresponding AFs. The Department also has many remote locations where they do not have the required AF infrastructure; nor do AFVs have the durability and range capacity necessary to support the use of AFs. This requirement makes it problematic for the Department to comply with the increases in AF consumption, and makes it difficult to attain the goal to have 5% of total fuel use from AFs.

To continue progress towards achieving the fleet goals, the Department will:

- Require each bureau to update its fleet management plan, including new requirements and milestones outlined in E.O. 13693, as referenced in the Agency Progress and Strategies to Meet Federal Sustainability Goals section below,
- Use the DOE's Alternative Fuels Data Center to find locations where AFVs can be refueled and to place AFVs in locations where the AFs are available,
- Use the FBMS as a data analytics tool to make management decisions regarding the utilization, size, composition, and location of its motor vehicle fleet,
- Conduct a pilot for the use of telematics technology in the Department's fleet,
- Conduct a new vehicle allocation methodology (VAM) to continue the process of achieving the Department's optimal fleet size and composition, and
- Require bureaus to conduct quarterly reports in the FBMS to determine utilization trends, fuels consumption, and track management goals and objectives.

Goal 6: Sustainable Acquisition

In FY 2015, the Department continued to promote sustainable acquisition practices, achieving a 99%, 100%, 98%, and 99% sustainable acquisition compliance rate for new contract actions in each quarter of FY 2015, respectively. Additionally, the Department achieved 32% bio-based compliance in its review of 5% of eligible contracts, exceeding its annual target of 25%.

The Department looks forward to the Federal Procurement Data System (FPDS) updates that will include contract-level metrics mirroring the OMB's reporting requirements. This change will benefit agencies by decreasing the time required to collect and analyze data for each contract, as well as OMB, which would gain access to real-time data.

The Department is dedicated to promoting sustainable acquisition (with a special emphasis on bio-based products) by providing tools, training, and setting goals to be in compliance with E.O. 13693. The Department will strive to achieve its target of 1,000 contracts containing BioPreferred and biobased criteria. As directed by E.O. 13693, the Department will also include green standards “to the maximum extent possible” in its new contract actions.

The Department will advance its sustainable acquisition efforts, specifically, by implementing the following four strategies:

- Ensuring contractors submit timely annual reports of their BioPreferred and biobased purchases,
- Identifying and implementing corrective actions to address barriers to increasing sustainable acquisitions,
- Improving quality of data and tracking of sustainable acquisition through the FPDS and the FBMS, and
- Identifying opportunities to reduce supply chain emissions and incorporate criteria or contractor requirements into procurements.

The strategies will be implemented mainly through providing green purchasing and reporting training to acquisition personnel and updating the Department’s Green Purchasing policy. The training will address common barriers to sustainable acquisition and cover the new and more unfamiliar topics identified in E.O. 13693 such as SmartWay Transport partners, Significant New Alternatives Policy (SNAP), and Safer Choice. The updated purchasing policy will include a sample contract form for the acquisition community to use that will help the programs and contracting offices discuss sustainability opportunities early in the requirements development phase of the contracting process.

The Department streamlined its sustainable acquisition reporting process in FY 2015, conducting all reviews at the Department level rather than at the bureau level. Results were distributed to Bureau Procurement Chiefs for review and approval of their data. This improved methodology resulted in more consistent, efficient, and accurate reporting and eliminated the burden on the bureaus. The Department will continue to conduct its reports in this centralized manner in the next fiscal year.

Goal 7: Pollution Prevention & Waste Reduction

The Department is committed to pollution prevention and advancing waste prevention and waste diversion. In FY 2015, the Department achieved a waste diversion rate of 88% for construction and demolition (C and D) waste and 66% for non-C and D waste, exceeding the 50% waste diversion target. The Department continued to increase the amount of waste composted, with 13,778 tons composted in FY 2015, which is an increase of 11,424 tons from FY 2014. In addition, the Department continues to be one of the few agencies to report data on releases of mixed refrigerants and other fluorinated gases, including hydrofluorocarbons (HFCs).

The Department will continue to promote pollution prevention and waste reduction by:

- Maintaining a system for facilities to report non-hazardous solid waste so that the Department and its bureaus may track source reduction and waste diversion,
- Collecting and reporting data on releases of HFCs in the annual GHG and Sustainability Data Report, and

- Sharing current best management practices throughout the Department to reduce waste generation through elimination, source reduction, and recycling.

Goal 8: Energy Performance Contracts

A Presidential Memorandum established the Presidential Performance Contracting Challenge (PPCC) in December 2011, committing the Federal Government to award \$2 billion in energy savings performance contracts (ESPCs) by December 2013. The PPCC was later expanded to \$4 billion in government-wide ESPCs by December 2016. Under the Phase 1 PPCC, the Department committed to award \$5 million by December 2013. Under Phase 2, the Department committed to award an additional \$15 million by December 2016. The total Department commitment is \$20 million by December 2016. The Department's bureaus and offices have awarded a total project value of \$84,547,388, which exceeds the Department's \$20 million commitment.

The Department will continue to pursue performance contracting for energy savings using the strategies below:

- 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,
- Fulfill existing Department commitments towards the PPCC by the end of calendar year (CY) 2016,
- Identify and commit to include onsite renewable energy projects in energy performance contracts, and
- Submit proposals for technical or financial assistance to Federal Energy Management Program (FEMP) and/or use FEMP resources to improve performance contracting program.

Goal 9: Electronics Stewardship & Data Centers

In FY 2015, the Department acquired products registered with the Electronic Product Environmental Assessment Tool (EPEAT) for 100% of eligible electronics; implemented power management in 94% of eligible computers and monitors; and handled 100% of excess and surplus electronic equipment in an environmentally sound manner. In fulfillment of E.O. 13693 goals, the Department will:

- Procure only EPEAT-registered computers, notebooks, and displays,
- Implement automatic duplexing and monochrome (black and white) printing on all printers and multifunction devices installed in FY 2015 and 2016, and
- Partner with UNICOR and U.S. Postal Service (USPS) BlueEarth for electronics recycling and disposal services.

The Department's FY 2015 data center consolidation goal was to close 95 data centers. This goal was exceeded by closing a total of 182 data centers. To continue this successful trend, the Department will continue to follow the OMB's Data Center Optimization Initiative (DCOI) guidance. The guidance defines a framework for achieving data center consolidation and optimization requirements of the Federal Information Technology Acquisition Reform Act (FITARA), the criteria for successful agency data center strategies, and the metrics that the OMB's Office of the Chief Information Officer will use to evaluate the success of those strategies.

Goal 10: Climate Change Resilience

The Department is addressing climate change impacts and taking action to prepare for anticipated climate change impacts and build the resilience of the resources it manages. The Department is implementing its Climate Change Adaptation Policy and its Climate Change Adaptation Plan, which provide additional details about the Department's strategy for addressing climate change. The Department will continue to implement the Climate Change Resilience Goal as an Agency Priority Goal for FY 2016 and FY 2017, with quarterly bureau reporting on performance measures.

The Department achieved its goal for FY 2015. Bureau actions to implement the Climate Change Resilience Goal strategies progressed toward their intended achievements more quickly than the Department had envisioned when the conceptual design for the performance indicator for the Agency Priority Goal was developed.

The Department:

- Made significant progress integrating climate change into internal program planning, action plans, and science plans,
- Established new science committees, climate change coordination teams and developed and distributed new adaptation policies and training activities,
- Began development of protocols to address health and safety challenges,
- Integrated climate change guidance into facilities criteria,
- Updated external policies and programs to insert adaptation and capacity planning into grant criteria, technical assistance, and program planning, and
- Continued to implement climate change resilience projects for Hurricane Sandy recovery.

For FY 2016, the Department will continue to implement the strategies selected for FY 2014 and FY 2015. The Department's bureaus requested that the Department continue to use these existing selected strategies. While bureaus demonstrated progress toward achieving their climate resilience objectives, more work and time are needed to fully implement the strategies.

The Department developed policy guidance documents to provide direction to the bureaus for priority climate resilience actions which relate to the Climate Change Resilience Goal strategies. The new guidance documents address: (1) climate change impacts to human health and safety, (2) climate change training and education planning, and (3) natural hazards and climate change risks for real property assets. The Department will work with bureaus and offices to implement the policy guidance items in FY 2016.

Progress on Administration Priorities

President's Performance Contracting Challenge

The Department has met its CY 2016 PPCC commitment and will continue to help the Federal Government achieve its commitment of \$4 billion by CY 2016. The National Park Service (NPS) National Capital Region (NCR) ESPC Phase 2 is anticipated for award in the third or fourth quarter of FY 2016. The Department's South Interior Building ESPC is expected to be awarded in late FY 2016. Phase 3 of the NPS NCR ESPC is anticipated for award during FY 2017. There are no specific projects in the ESPC pipeline for FY 2018.

Electric and Zero Emission Vehicles

The Department is currently developing policies and procedures to incorporate more electric and zero emission vehicles into its fleet. This includes a comprehensive analysis of the current vehicle fleet, the electric charging infrastructure, and the vehicles currently available that will meet the Department's mission requirements. The Department will have the ability to determine the most advantageous and strategic implementations for electric and zero emission vehicles when the 2016 VAM is complete. The Department will use the VAM analysis to assist with right-sizing its fleet; making decisions regarding size, location and composition; and determining the best fuel alternative for the location. The Department's bureaus and offices are currently researching electric vehicle infrastructure and developing plans to pilot the implementation and installation of electric charging stations. At the conclusion of this analysis, the Department will develop a detailed acquisition strategy and project plan to deploy electric and zero emission vehicles at strategic locations.

Climate Preparedness and Resilience

The Department has numerous activities underway to implement the Administration's climate resilience priorities. Highlights of these actions for FY 2016 include the following:

- Implementing the New Federal Flood Risk Management Standard (FFRMS). The Department convened a work team to manage implementation of the new FFRMS. The work team identified a set of departmental policies, programs, and other items to be updated to reflect the new FFRMS. The Department is also working to update its Floodplain Management and Wetlands Protection Procedures, which will provide overall policy guidance for implementing the FFRMS.
- Climate Change Training and Education. The Department is working with its bureaus to conduct climate change training needs assessments and to develop bureau strategies for addressing the identified needs. The Department is also working closely with interagency partners to identify opportunities to better collaborate and coordinate on climate change training and education.
- Evaluating the Department's Financial Exposure to Climate Change Risks. The Department is taking steps to better understand and evaluate its financial exposure to climate change risk, consistent with Section 13 of E.O. 13693. The Department is developing a framework to assess and quantify the impacts of climate change by departmental mission area.
- Resilient Lands and Waters Initiative. The interagency Resilient Lands and Waters Initiative (RLW) is a cornerstone effort of the Administration's *Priority Agenda for Enhancing the Climate Resilience of America's Natural Resources*. The RLW highlights a suite of landscapes across the nation that are developing place-based resilience strategies – providing greater exposure for these efforts and enhancing opportunities for partnerships, leverage, and investment. The Department will work with the National Oceanic and Atmospheric Administration (co-lead) and partners in FY 2016 to finalize the initiative and report highlights, successes and opportunities moving forward.

Size & Scope of Agency Operations

| Agency Size and Scope | FY 2014 | FY 2015 |
|---|-------------|-------------|
| Total Number of Employees as Reported in the President's Budget | 64,396 | 63,508 |
| Total Acres of Land Managed | 530,000,000 | 530,000,000 |
| Total Number of Buildings Owned | 42,762 | 42,883 |
| Total Number of Buildings Leased (GSA and Non-GSA Lease) | 1,212 | 1,153 |
| Total Building Gross Square Feet (gsf) | 119,450,579 | 117,146,300 |
| Operates in Number of Locations Throughout U.S. | 2,372 | 2,372 |
| Operates in Number of Locations Outside of U.S. | 28 | 28 |
| Total Number of Fleet Vehicles Owned | 23,819 | 23,770 |
| Total Number of Fleet Vehicles Leased | 9,670 | 9,731 |
| Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.) | 4,777* | 5,078 |
| Total Amount Contracts Awarded as Reported in FPDS (\$Millions) | 2,286 | 2,876 |

*Methods used to generate this information changed requiring an update to prior year data.

Agency Progress and Strategies to Meet Federal Sustainability Goals

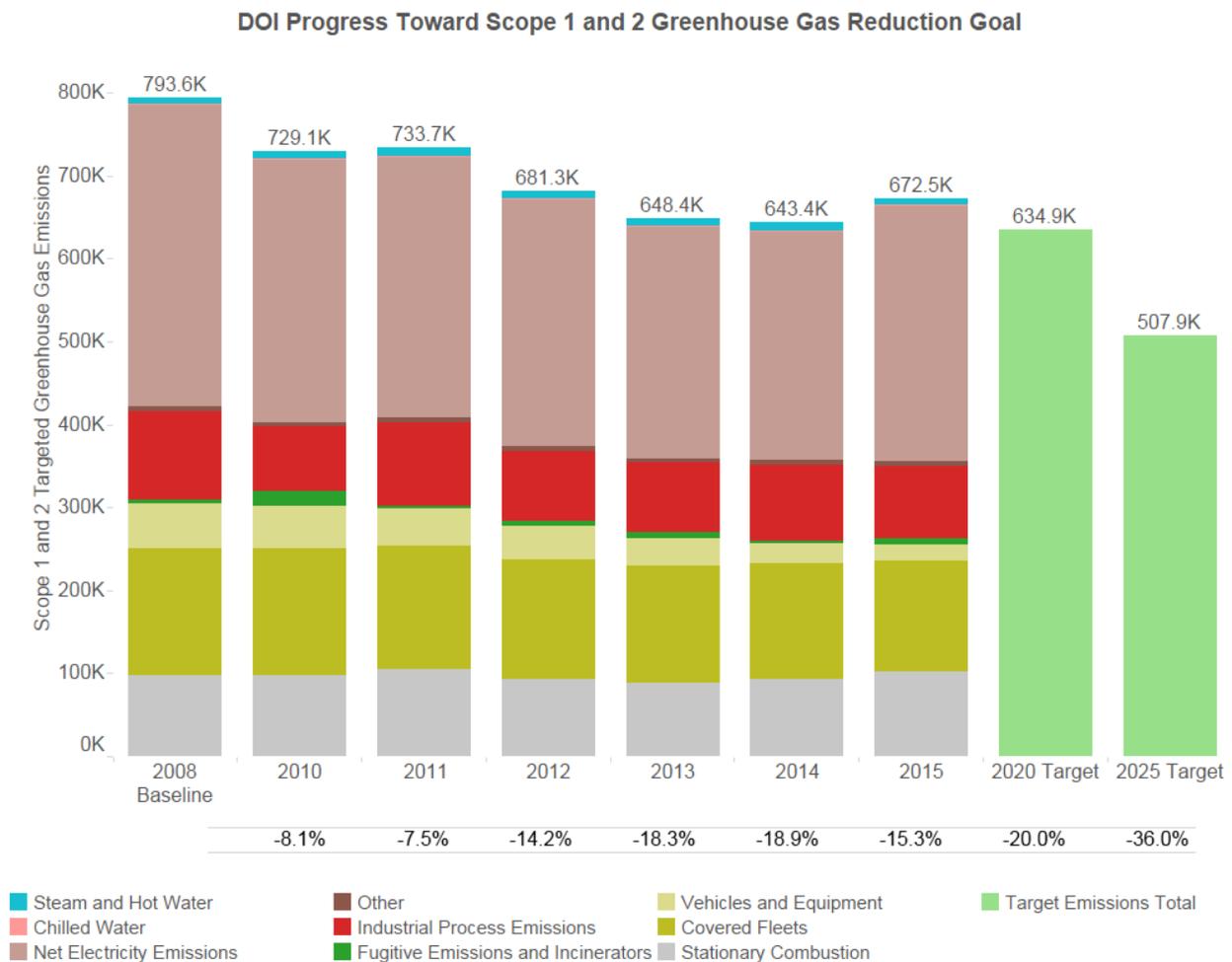
This section provides an overview of progress through FY 2015 on sustainability goals contained in Executive Order 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*, and agency strategies to meet the new and updated goals established by Executive Order 13693, *Planning for Federal Sustainability in the Next Decade*.

Goal 1: Greenhouse Gas (GHG) Reduction

Scope 1 & 2 GHG Reduction Goal

E.O. 13693 requires each agency to establish a Scope 1 & 2 GHG emissions reduction target to be achieved by FY 2025 compared to a 2008 baseline. The Department’s 2025 Scope 1 & 2 GHG reduction target is 36%.

Chart: Progress Toward Scope 1 & 2 GHG Reduction Goal



Scope 1 & 2 GHG Reduction Strategies

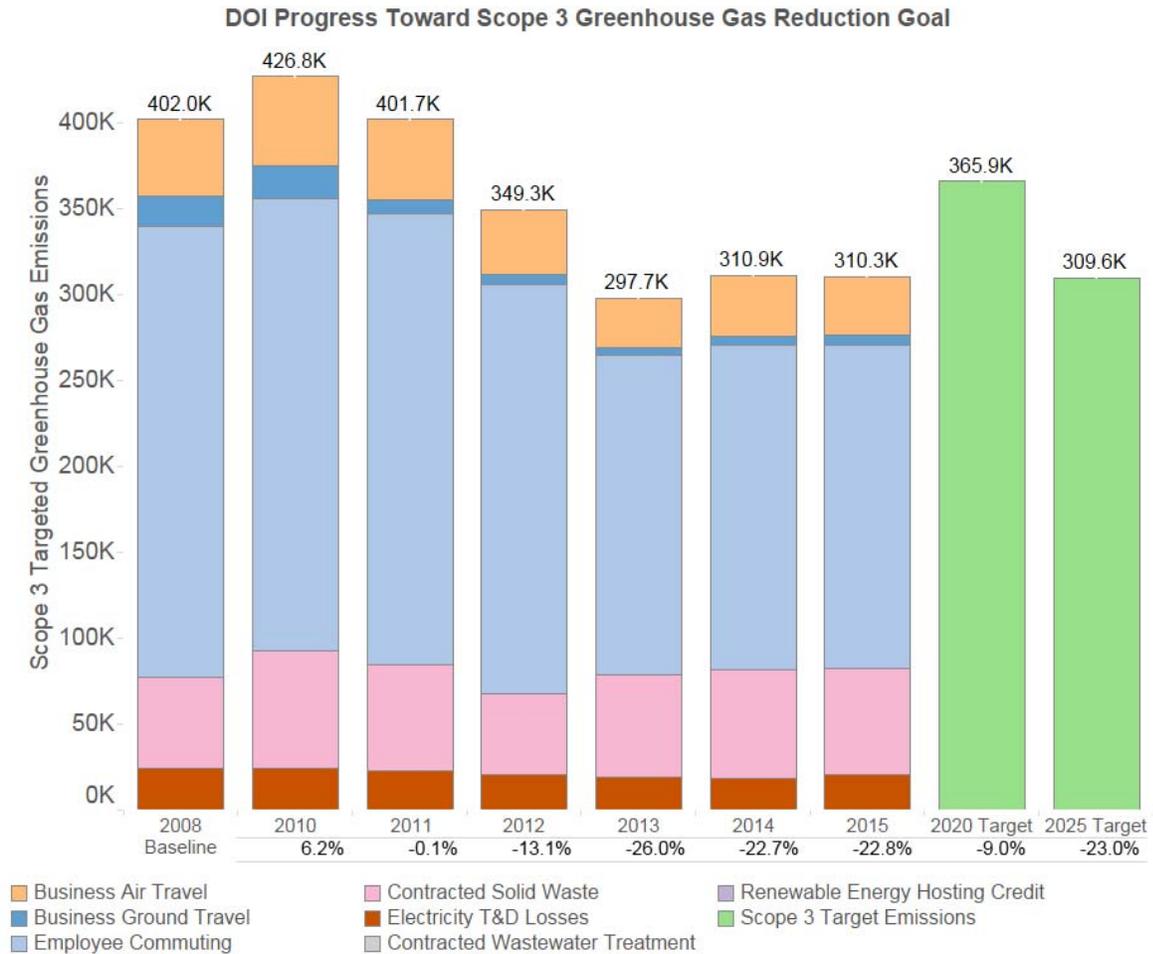
| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|--|---|
| Use the GHG and Sustainability Data Report to identify/target high emission categories and implement specific actions to address high emission areas identified. | Yes | The GHG and Sustainability Data Report is used to document the Department's progress in meeting the GHG reduction goal. Data from the report are presented graphically to provide the Department's senior management with a visual of the Department's progress and the overall make-up of its GHG emissions. Emissions from purchased electricity consumption, Federal Automotive Statistical Tool (FAST) vehicles, and stationary fuel combustion represent the Department's highest GHG categories. | Bureaus will continue to implement on-site renewable energy technologies, as feasible, and implement energy conservation measures to reduce purchased electricity consumption and right-size the fleet to reduce GHG emissions, and monitor progress utilizing the GHG and Sustainability Data Report on an annual basis. |
| Identify and support management practices or training programs that encourage employee engagement in addressing GHG reduction. | Yes | The Department has multiple facets to its program encouraging employees to consider sustainability and GHG emissions, including: EMS Awareness Training; an Energy Management Newsletter highlighting goals, policy issues, and best management practices; and training opportunities. | The U.S. Bureau of Reclamation (USBR) is implementing a sustainability training series in FY 2016. Training will focus on key topics that foster staff understanding of sustainability requirements and best practices that make progress towards federal sustainability goals. Additionally, the NPS Climate Friendly Parks program engages park staff in understanding local climate change impacts, GHG emission sources, and identifying mitigation strategies. |
| Determine unsuccessful programs or measures to be discontinued to better allocate agency resources. | No | The Department will continue to assess the success of programs and measures to ensure resources are appropriately used to meet the Department's mission. | |
| Given agency performance to date, determine whether current agency GHG target should be revised to a more aggressive/ambitious target. | No | The Department's GHG targets were updated in June 2015 as required by E.O. 13693. No additional target increases are warranted. | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---|
| Employ O&M best practices for emission generating and energy consuming equipment. | Yes | The Department's bureaus and offices will continue to identify and employ best management practices to reduce energy consumption and GHG emissions. | Conduct energy audits to identify potential energy conservation measures and O&M best management practices to reduce scope 1 & 2 GHG emissions. |
| Reduce grid-supplied electricity consumption by implementing energy efficient and on-site renewable electricity technologies. | Yes | Purchased electricity is the Department's largest source of Scope 1 & 2 GHG emissions. The Department's bureaus and offices strive to reduce grid-supplied electricity consumption through the implementation of energy efficient and renewable electricity technologies. | Continue the installation of PV systems under NPS NCR ESPC Phases 1 & 2. |
| Identify additional sources of data or analysis with the potential to support GHG reduction goals. | No | The Department will assess opportunities for alternative sources of data and alternative analysis methods where they show the potential to support achieving E.O. 13693 goals. | |

Scope 3 GHG Reduction Goal

E.O. 13693 requires each agency to establish a Scope 3 GHG emission reduction target to be achieved by FY 2025 compared to a 2008 baseline. The Department’s 2025 Scope 3 GHG reduction target is 23%.

Chart: Progress Toward Scope 3 GHG Reduction Goal



Scope 3 GHG Reduction Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---|
| Reduce employee business ground travel. | Yes | The Department will encourage the use of government-owned vehicles and compact rental cars as required by federal policy, thereby reducing GHG emissions by using better maintained and smaller, more efficient vehicles. | The Department will maintain current GHG emission reductions for employee business ground travel. This will be monitored through ConcurGov reports on the use of rental vehicles, government-owned vehicles, and personally-owned vehicles. |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|--|
| Reduce employee business air travel. | Yes | The Department has set policy requiring employees to give preference to teleconferencing, web conferencing, or video conferencing in lieu of business travel. Employees wishing to attend conferences must justify why these technologies cannot be used. When travel is absolutely necessary, employees must use public transportation and carpools to the extent possible. | For FY 2016 - FY 2017, the Department has set a target to maintain business air and ground travel expenditures 5% below the FY 2015 level. |
| Develop and deploy an employee commuter emissions reduction plan. | No | This is not a priority strategy for the Department. | |
| Use an employee commuting survey to identify opportunities and strategies for reducing commuter emissions. | Yes | The Department distributes employee commuting data to the bureaus so that they may identify strategies to address employee commuting emissions. | Employee commuting is a component of the scope 3 GHG emissions total, which is reported in the annual Sustainability and GHG Data Report. The Department aims to maintain current scope 3 GHG emission reductions, including those for employee commuting. |
| Increase & track number of employees eligible for telework and/or the total number of days teleworked. | Yes | Maintain the Department's telework guidance, and report participation to organization leaders every pay period. Meet quarterly with the Telework Community and implement the automated telework form for FY 2016. The Department met its telework goal of 13.7% for FY 2015. | The metric is percent of eligible employees who telework: FY 2016 - 14.6%, FY 2017 - 15.6%; FY 2018 - 16.7%; FY 2019 - 17.9%, FY 2020 - 19.1%. |
| Develop and implement a program to support alternative/zero emissions commuting methods and provide necessary infrastructure. | Yes | The Department has policy establishing two subsidized initiatives, the Capital Bikeshare Corporate Membership and the Bicycle Subsidy Commuting Program. These initiatives promote expanded use of bicycles for commuting purposes and stimulate active commuting nationwide, as well as providing a level of accountability and consistency with current law. | Metrics include the number of participants in the Bicycle Subsidy Commuting Program, the Capital Bikeshare Corporate Membership, and the Federal Bike Challenge. |

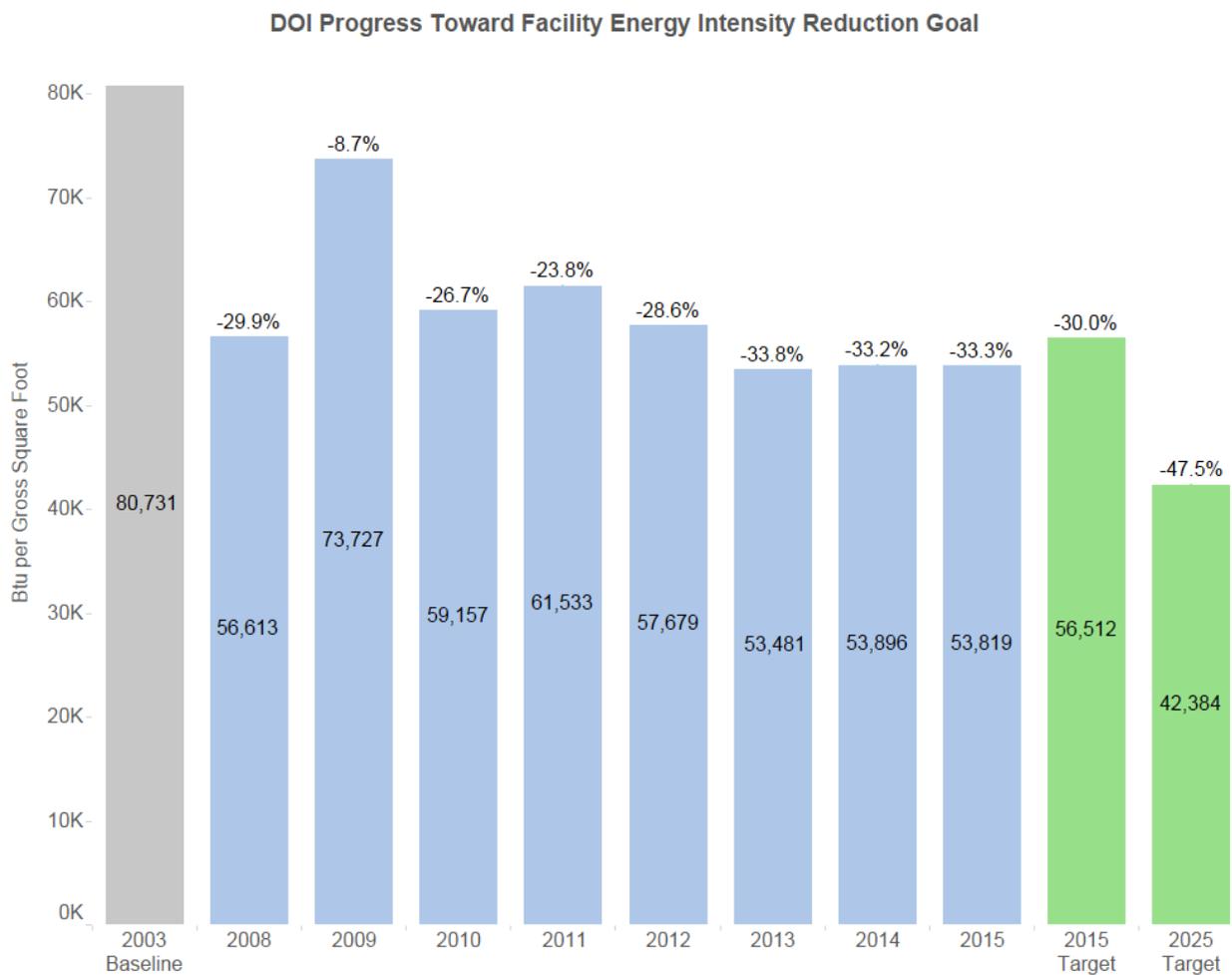
| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|--|
| Establish policies and programs to facilitate workplace charging for employee electric vehicles. | Yes | The Department is currently investigating options for installing charging stations for employee electric vehicles. The bureaus are developing the infrastructure, researching the cost allocation for employees, and developing plans to pilot the implementation and installation of electric charging stations for employee vehicles. | The Department is researching the need for employee charging stations at select locations. The Department will determine the feasibility of installing electric charging stations in these locations where there is an expressed need for the employees. Plans will be developed based on employee needs and the desire to develop the infrastructure to support electric charging of employee vehicles, in conjunction with its partners. |
| Include requirements for building lessor disclosure of carbon emission or energy consumption data and report Scope 3 GHG emissions for leases over 10,000 rentable square feet. | No | As this is a government-wide requirement and the Department has delegated leasing authority from the General Services Administration (GSA), it is incumbent on GSA to specify these requirements in the GSA leasing program list of requirements for direct lease solicitations and occupancy agreements. The Department will engage with GSA to ensure that this requirement is included in required clauses for all direct lease solicitations and offers as well as any space requests GSA makes on behalf of the Department in the form of Occupancy Agreements. | |

Goal 2: Sustainable Buildings

Building Energy Conservation Goal

The Energy Independence and Security Act of 2007 (EISA) requires each agency to reduce energy intensity 30% by FY 2015 as compared to a FY 2003 baseline. Section 3(a) of E.O. 13693 requires agencies to promote building energy conservation, efficiency, and management and reduce building energy intensity by 2.5% annually through the end of FY 2025, 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.

Chart: Progress Toward Facility Energy Intensity Reduction Goal



Building Energy Conservation Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|--|--|
| Make energy efficiency investments in agency buildings. | Yes | The Department's bureaus and offices continue to make energy efficiency investments in agency buildings through major renovations and new construction, as well as maintenance upgrades. | The U.S. Fish and Wildlife Service (FWS) Prairie Learning Center at Neal Smith National Wildlife Refuge (NWR), Iowa, is undergoing a four-phase heating, ventilating, and air conditioning (HVAC), geothermal (ground source) heat pump, and controls retrofit project of the Headquarters/Visitor Center. Phase IV is upgrading lighting in the auditorium to more efficient light emitting diode (LED) lighting, which may start later in FY 2016, going into FY 2017. |
| Use remote building energy performance assessment auditing technology | No | The Department's bureaus and offices are exploring the use of remote building energy performance assessment auditing technology, where feasible and cost effective. | |
| Participate in demand management programs. | No | Where provided by servicing utility companies, many of the Department's bureaus and offices participate in demand management programs, but it is not a top priority. | |
| Incorporate Green Button data access system into reporting, data analytics, and automation processes. | No | The Department is awaiting the DOE FEMP guidance for using Green Button at federal facilities. | |
| Redesign interior space to reduce energy use through daylighting, space optimization, and sensors and control systems. | No | If an interior space is scheduled for renovation, bureaus and offices consider redesign to reduce energy use. | |
| Identify opportunities to transition test-bed technologies to achieve energy reduction goals. | No | The Department may explore opportunities to use test-bed technologies but this is not one of the top priorities. | |
| Follow city energy performance benchmarking and reporting requirements. | No | At this time, the Department's bureaus and offices are focused on benchmarking through ENERGY STAR Portfolio Manager. | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|--|
| Install and monitor energy meters and sub-meters. | Yes | The Department's bureaus and offices install building utility meters - electricity, water, natural gas, and steam - in appropriate buildings. | Bureaus will request funding for metering installation and will begin installing meters based on availability of funds and in accordance with metering implementation plans. |
| Collect and utilize building and facility energy use data to improve building energy management and performance. | Yes | The Department's bureaus and offices report energy consumption and cost in the FBMS. | Bureaus and offices utilize energy consumption data to identify opportunities for building performance improvements. |
| Ensure that performance data are entered into the EPA ENERGY STAR Portfolio Manager. | Yes | The Department's bureaus and offices benchmark EISA-covered facility metered buildings in ENERGY STAR Portfolio Manager. | Bureaus and offices will continue to enter performance data into ENERGY STAR Portfolio Manager. |

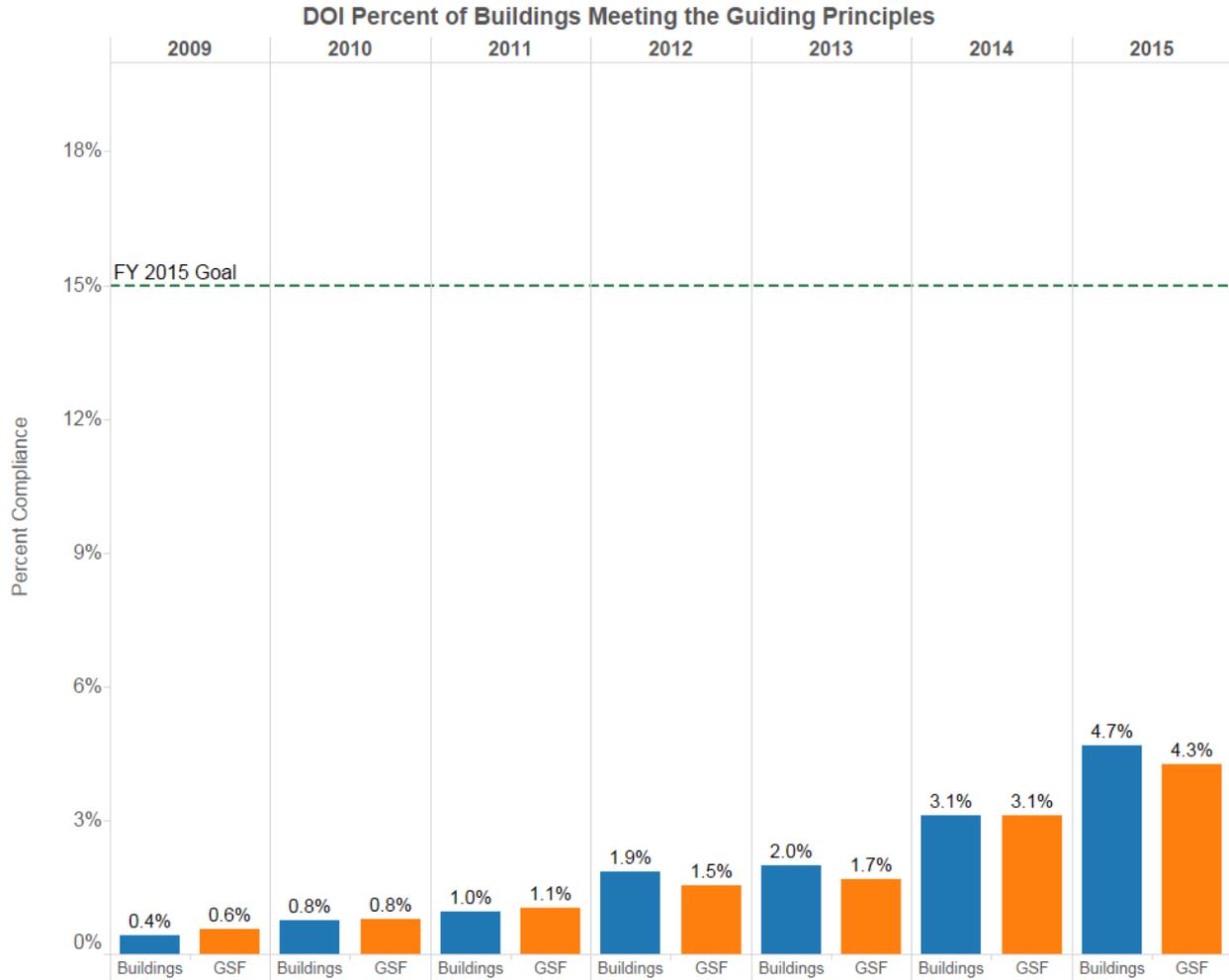
Building Efficiency, Performance, and Management Goal

Section 3(h) of E.O. 13693 states that agencies will improve building efficiency, performance, and management and requires that agencies identify a percentage of the agency's existing buildings above 5,000 gsf intended to be energy, waste, or water net-zero buildings by FY 2025 and implement actions that will allow those buildings to meet that target. The Department's 2025 target is 0.5% of buildings greater than 5,000 gsf.

Guiding Principles for Sustainable Federal Buildings

Section 3(h) of E.O. 13693 also states that agencies will identify a percentage, by number or total gross square feet, of existing buildings above 5,000 gsf that will comply with the *Guiding Principles for Sustainable Federal Buildings* (Guiding Principles) by FY 2025. The Department's FY 2025 target is 15% of buildings greater than 5,000 gsf.

Chart: Percent of Buildings Meeting the Guiding Principles



Sustainable Buildings Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|--|
| Include climate resilient design and management into the operation, repair, and renovation of existing agency buildings and the design of new buildings. | Yes | The Department has issued policy and guidance for incorporating climate change and natural hazards risks into the design, operation, repair, and renovation of its buildings, and will work with the bureaus to ensure these considerations are being incorporated into projects. | Buildings greater than 5,000 gsf report on compliance through annual sustainability reporting in the Federal Real Property Profile. In addition, the Department will monitor major projects (greater than \$10 million) to ensure that these projects employ strategies to address climate change and natural hazards through the Capital Planning and Investment Control process. |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|---|
| <p>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.</p> | <p>No</p> | <p>For direct leases and GSA provided space, the Department has policy for the recommended achievement of Leadership in Energy and Environmental Design (LEED) Silver status in areas where this is attainable. The LEED standard includes provisions for public transit. The Department has reduced the utilization standard by 10% for all space and is assisted by GSA in optimization strategies for all new procurements, including use of the Furniture & Information Technology program to even further improve space utilization. The Department will continue this emphasis.</p> <p>Because of the Department's many remote locations, access to public transit is often not available; however, bureaus are required to incorporate applicable elements of the CEQ's guidance on "Sustainable Locations for Federal Facilities" into building projects.</p> | |
| <p>Ensure all new construction of federal buildings greater than 5,000 gsf that enter the planning process be designed to achieve energy net-zero and, where feasible, water or waste net-zero by FY 2030.</p> | <p>Yes</p> | <p>The Department has incorporated into its budget guidance requirements that beginning in FY 2020 all new construction of buildings greater than 5,000 gsf will be designed to achieve energy net-zero, and, where feasible, water and waste net-zero by FY 2030.</p> | <p>Bureaus and offices will build upon the groundwork laid in FY 2016 and in previous years, as they continue to share policies, case studies, and best practices to achieve net-zero energy, water, and waste.</p> |
| <p>Include criteria for energy efficiency as a performance specification or source selection evaluation factor in all new agency lease solicitations over 10,000 rentable square feet.</p> | <p>No</p> | <p>As this is a government-wide requirement and the Department has delegated leasing authority from GSA, it is incumbent on GSA to specify these requirements in the GSA leasing program list of requirements for direct lease solicitations and occupancy agreements. The Department will engage with GSA to ensure that this requirement is included in required clauses for all direct lease solicitations and offers as well as any space requests GSA makes on behalf of the Department in the form of Occupancy Agreements.</p> | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|--|
| <p>Incorporate green building specifications into all new construction, modernization, and major renovation projects.</p> | <p>Yes</p> | <p>This is a current, ongoing departmental policy. The Department has policy and guidance requiring that new construction and modernization projects (greater than 5,000 gsf) meet the Guiding Principles.</p> | <p>In collaboration with the bureaus and offices, the Department will update sustainable buildings guidance to reflect the 2016 Guiding Principles. The Department's bureaus will continue to incorporate 2016 Guiding Principles and other green building requirements into Statements of Work and design specifications for new construction and modernizations greater than 5,000 gsf. The Department will utilize the Federal Real Property Profile to calculate and report the percent of its building inventory greater than 5,000 gsf that is sustainable. This will be reflected in the OMB Sustainability/Energy Scorecard.</p> |
| <p>Implement space utilization and optimization practices and policies.</p> | <p>Yes</p> | <p>In FY 2016, the Department issued its Real Property Efficiency Plan with a goal of reducing its footprint in office and warehouse space through consolidations and co-locations.</p> <p>The Department also issued a space utilization design standard for all new office space acquisitions and renovation, significant alteration of office space, lease renewals, and succeeding or superseding leases/occupancy agreements.</p> | <p>The Department's net square footage reduction target for FY 2017 is 75,000 square feet (sf) for offices and 45,000 sf for warehouses.</p> <p>The Department's utilization design standard for new, renovated, or remodeled office space is a maximum of 180 usable square feet (usf)/person. Leases/agreements at or above the prospectus level are required to achieve a maximum utilization rate of 150 usf/person.</p> |
| <p>Implement programs on occupant health and well-being in accordance with the <i>Guiding Principles</i>.</p> | <p>No</p> | <p>The Department will incorporate considerations of occupant health and well-being into its revised sustainable buildings guidance; however, this is not one of the Department's priority strategies.</p> | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|-----------------------------|--|--|
| Conduct sustainable building assessments and provide recommendations to address any non-compliance found in those assessments. | Yes | The Department will conduct sustainable building assessments to determine compliance with the Guiding Principles. Addressing any noncompliance found in those assessments will help the Department to improve performance on the sustainable buildings metric. | The number of sustainable building assessments conducted will be reported every six months in the OMB Sustainability/Energy Scorecard. |

Goal 3: Clean & Renewable Energy

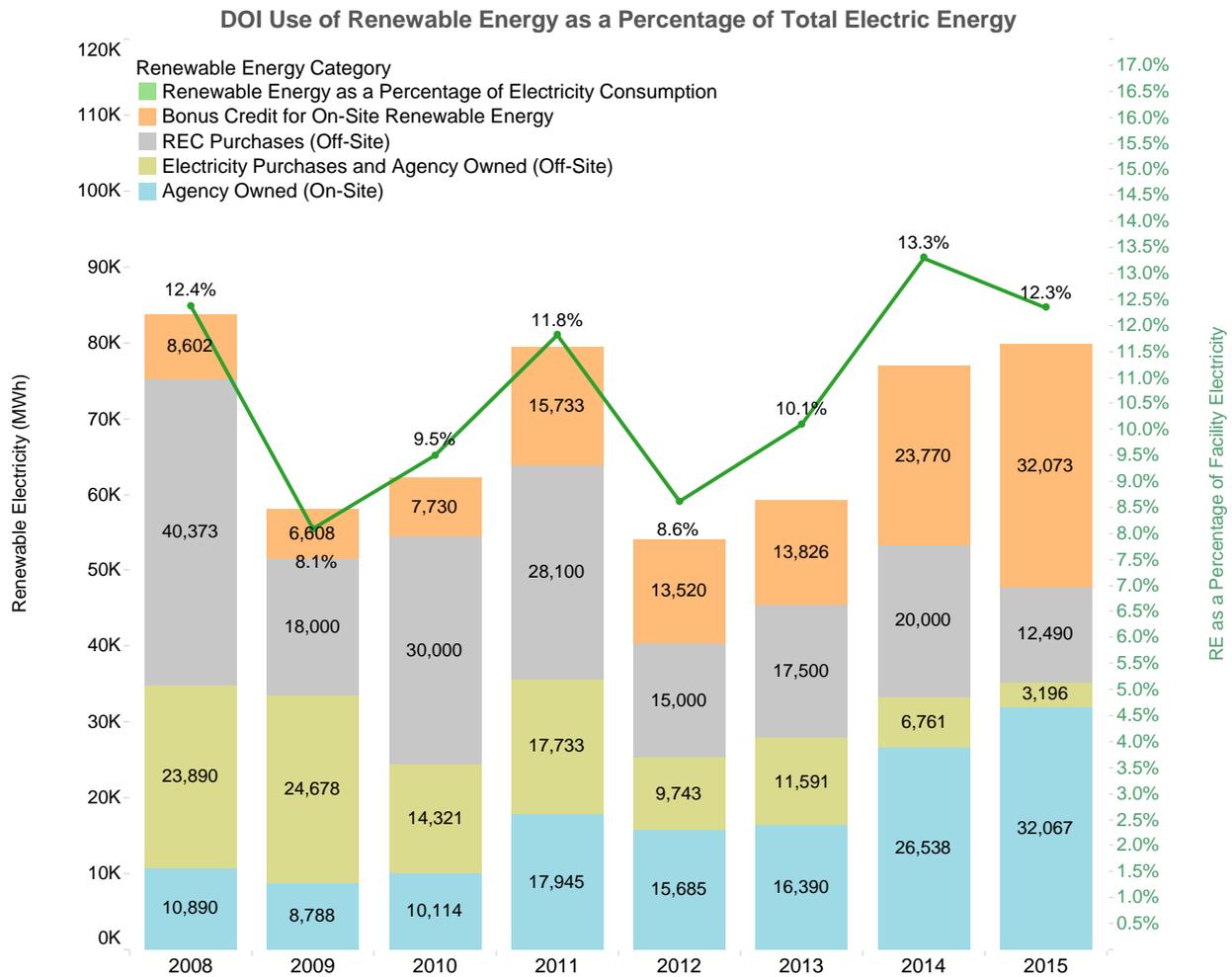
Clean Energy Goal

E.O. 13693 Section 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.

Renewable Electric Energy Goal

E.O. 13693 Section 3(c) 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.

Chart: Use of Renewable Energy as a Percentage of Total Electric Energy



Clean and Renewable Energy Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|--|
| Install agency-funded renewable energy projects on-site and retain corresponding renewable energy certificates (RECs). | Yes | The Department's bureaus continue to install on-site renewable energy projects including stand-alone and grid-connected PV systems, incremental hydropower, and wind projects. | The USBR Provo Area Office will expand its on-site solar energy production by adding solar panels to achieve a capacity increase of 3.5 kilowatts (kW), from 21.5 kW to 25 kW. This production level is the maximum level allowed by the City of Provo, UT. The increase in solar production will account for 25% of the Provo Area Office's total energy consumption. |
| Contract for the purchase of energy that includes installation of renewable energy on or off-site and retain RECs or obtain replacement RECs. | No | The Department's bureaus and offices will continue to investigate this opportunity, but it is not a top priority. | |
| Purchase electricity and corresponding RECs or obtain equal value replacement RECs. | No | The Department's bureaus and offices will continue to pursue this opportunity, but it is not a top priority. | |
| Purchase RECs to supplement installations and purchases of renewable energy, when needed to achieve renewable goals. | Yes | The Department purchases RECs to help stimulate the renewable energy market and meet statutory renewable energy goals, as well as E.O. clean energy goals. | Continue to purchase RECs in FY 2017; amount will depend upon available funding. |
| Install on-site thermal renewable energy and retain corresponding renewable attributes or obtain equal value replacement RECs. | Yes | The Department's bureaus continue to install on-site renewable energy projects including, solar thermal projects, and geothermal heat pumps. | Complete FWS Environmental Education Building at Sherburne NWR, Minnesota, which includes a 16-ton closed-loop, ground source heat pump system. |
| Install on-site combined heat and power processes. | Yes | The Department's bureaus and offices will continue to consider the use of combined heat and power processes at their facilities. | Initiate the installation of a combined heat and power system at the Main Interior Building, Washington, DC. |
| Identify opportunities to install on-site fuel cell energy systems. | No | The Department's bureaus and offices would need additional information regarding use and applicability of this strategy at their facilities. | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|--|---------------------|
| Identify opportunities to utilize energy that includes the active capture and storage of carbon dioxide emissions associated with energy generation. | No | The Department's bureaus and offices would need additional information regarding use and applicability of this strategy at their facilities. | |
| Identify and analyze opportunities to install or contract for energy installed on current or formerly contaminated lands, landfills, and mine sites. | No | The Department's bureaus will continue to pursue this opportunity, but it is not a top priority. | |
| Identify opportunities to utilize energy from small modular nuclear reactor technologies. | No | The Department's bureaus and offices would need additional information regarding use and applicability of this strategy at their facilities. | |

Goal 4: Water Use Efficiency & Management

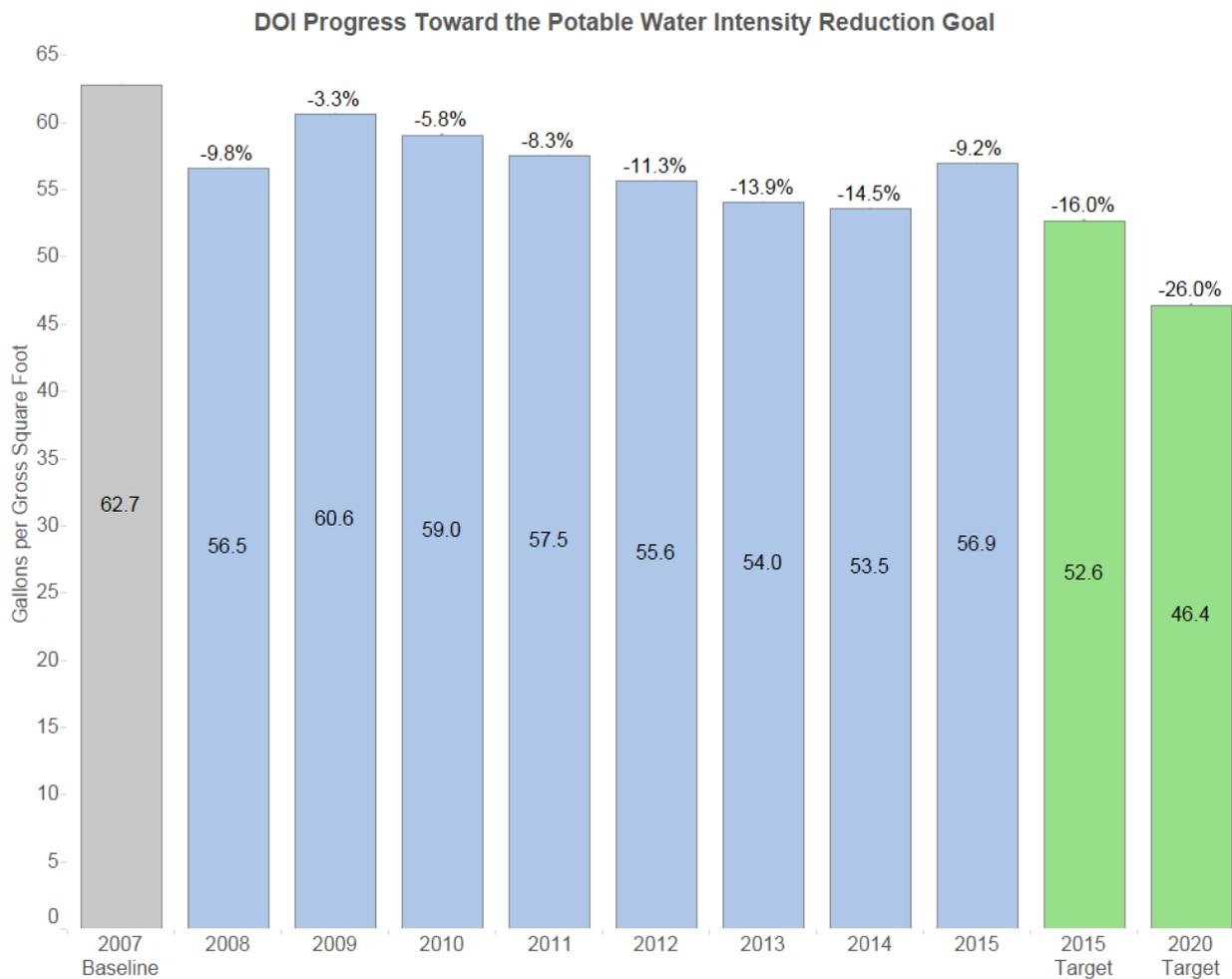
Potable Water Consumption Intensity Goal

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

Industrial, Landscaping and Agricultural (ILA) Water Goal

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

Chart: Progress Toward the Potable Water Intensity Reduction Goal



Water Use Efficiency & Management Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|---|
| Install green infrastructure features to assist with storm and wastewater management. | Yes | The Department will implement applicable green infrastructure and stormwater management on federal construction projects in accordance with EISA Sec 438 implementing instructions. | Complete construction of the Detroit River International Wildlife Refuge Visitor Center, Michigan, in FY 2017, which includes various green infrastructure features such as, bio-swales, pocket wetlands, and rain gardens. |
| Install and monitor water meters and utilize data to advance water conservation and management. | Yes | The Department updated its metering implementation plan in accordance with the updated DOE FEMP Metering Guidance. | The bureaus will install water meters in accordance with bureau metering plans and dependent upon available funding. |
| Install high efficiency technologies, e.g. WaterSense fixtures. | Yes | The Department will continue to install life cycle cost effect water efficient technologies to reduce water use. | Continue to implement water conservation measures at the Main Interior Building, Washington, DC. |
| Prepare and implement a water asset management plan to maintain desired level of service at lowest life cycle cost. | No | A water asset management plan is not one of the Department's top water reduction strategies. | |
| Minimize outdoor water use and use alternative water sources as much as possible. | Yes | The Department's bureaus and offices minimize water use through xeriscaping, highly efficient irrigation, and utilizing alternative water sources. | Initiate the replacement of existing irrigation systems at NCR parks with highly efficient, weather-based irrigation systems. |
| Design and deploy water closed-loop, capture, recharge, and/or reclamation systems. | No | Water closed-loop, capture, recharge, and reclamation systems are incorporated in the Department's bureaus and offices facility improvements when appropriate. | |
| Install meters to measure and monitor potable and ILA water use. | Yes | The Department updated its metering implementation plan in accordance with the updated DOE FEMP Metering Guidance. | The bureaus will install water meters in accordance with bureau metering plans and dependent upon available funding. |
| Develop and implement programs to educate employees about methods to minimize water use. | No | Facility managers working with high performance sustainable buildings receive training regarding the appropriate methods to minimize water use. | |
| 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 | While there are significant dependencies between water and energy on Department operations, this is not one of the top strategies. | |

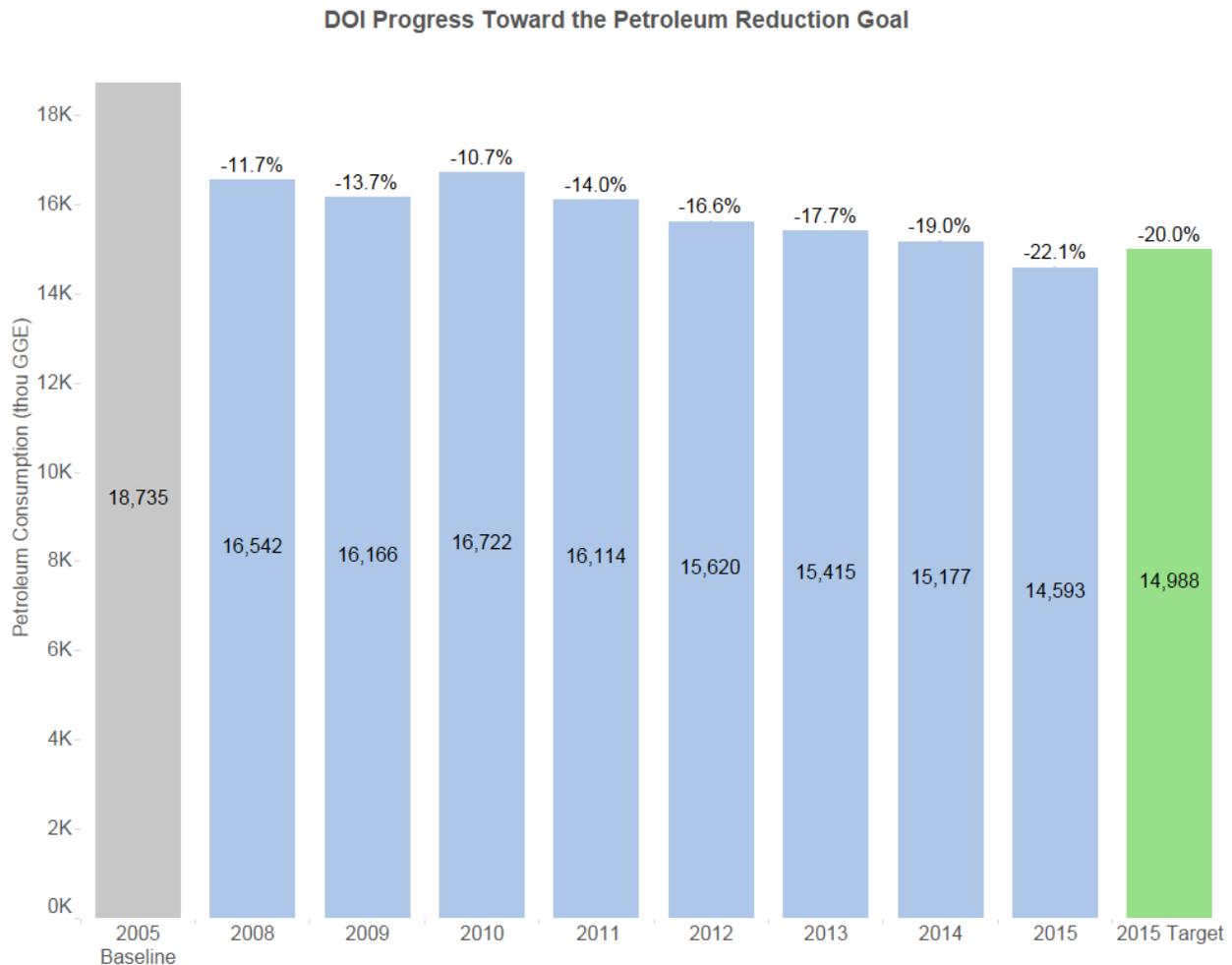
| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---|
| Consistent with State law, maximize use of grey-water and water reuse systems that reduce potable and ILA water consumption. | Yes | The Department's bureaus maximize the use of grey-water and water reuse systems that reduce potable and ILA water consumption through the use of performance contracting and facility design processes. | Initiate rainwater harvesting at the Lincoln Memorial through NPS NCR ESPC. |
| Consistent with State law, identify opportunities for aquifer storage and recovery to ensure consistent water supply availability. | No | The Department supports opportunities for aquifer storage and recovery to ensure consistent water supply availability; however, it is not one of the top strategies. | |
| Ensure that planned energy efficiency improvements consider associated opportunities for water conservation. | No | Energy and water audits identify life-cycle cost effective water conservation measures. | |
| Where appropriate, identify and implement regional and local drought management and preparedness strategies that reduce agency water consumption. | No | The Department participates in the National Drought Resilience Partnership with the CEQ and several other agencies to prepare for and reduce the impact of drought. | |

Goal 5: Fleet Management

Fleet Petroleum Use Reduction Goal

E.O. 13514 and the Energy Independence and Security Act of 2007 (EISA) required that by FY 2015 agencies reduce fleet petroleum use by 20% compared to a FY 2005 baseline.

Chart: Progress Toward the Petroleum Reduction Goal



Fleet Alternative Fuel Consumption Goal

Agencies should have exceeded an alternative fuel use that is at least 5% of total fuel use. In addition, E.O. 13423, *Strengthening Federal Environmental, Energy, and Transportation Management*, required that agencies increase total alternative fuel consumption by 10% annually from the prior year starting in FY 2005. By FY 2015, agencies must have increased alternative fuel use by 159.4%, relative to FY 2005.

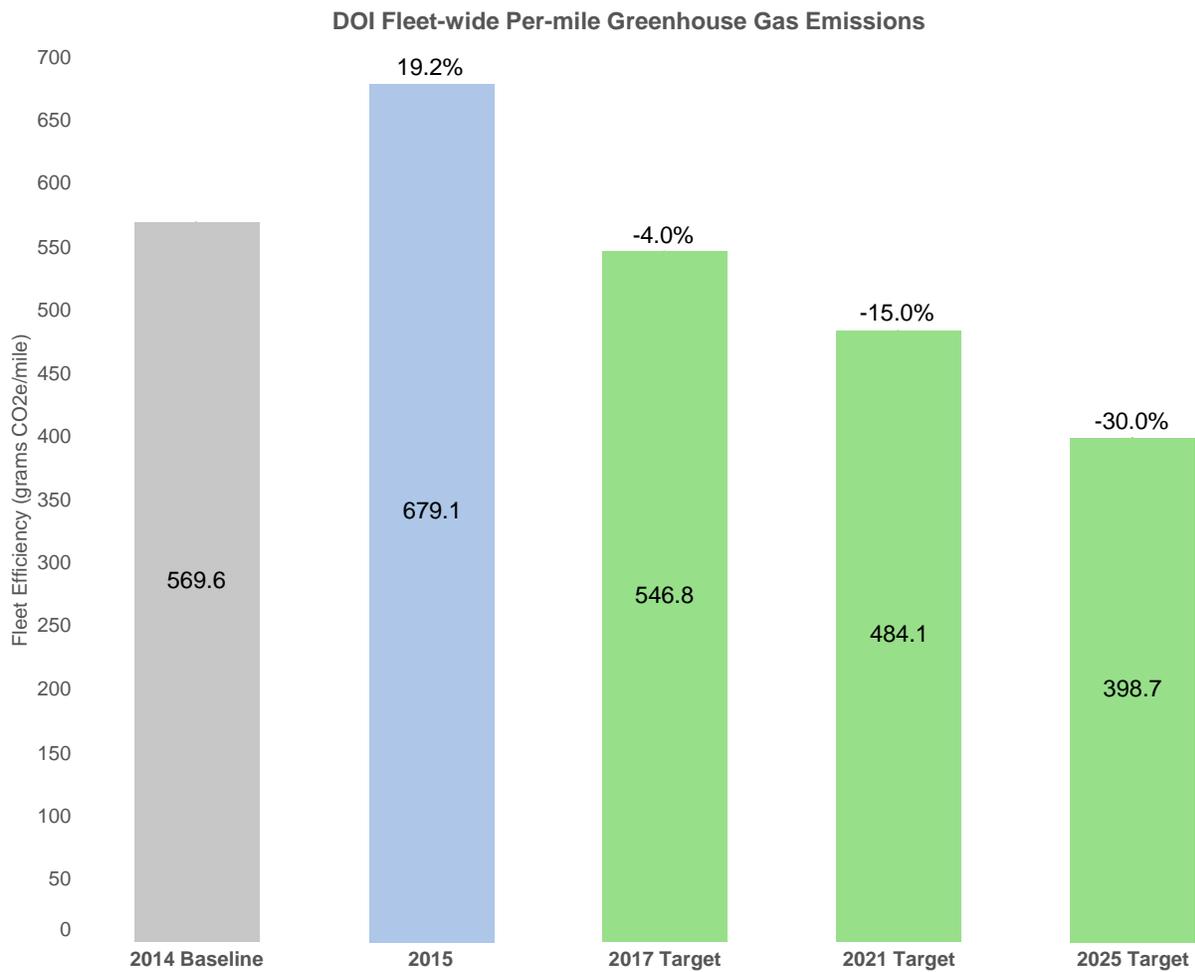
In FY 2015, the Department's use of alternative fuel equaled 3.4% of total fuel use. The Department has increased its alternative fuel use by 28% since FY 2005.

Fleet Per-Mile Greenhouse Gas (GHG) 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 reduce fleet-wide per-mile GHG emissions from agency fleet vehicles relative to a FY 2014 baseline and sets new goals for percentage reductions: not less than 4% by FY 2017; not less than 15% by FY 2020; and not less than 30% by FY 2025.

E.O. 13693 Section 3(g)(i) requires that agencies determine the optimum fleet inventory, emphasizing eliminating unnecessary or non-essential vehicles. The Fleet Management Plan and Vehicle Allocation Methodology (VAM) Report are included as appendices to this plan.

Chart: Fleet-wide Per-mile GHG Emissions



Fleet Management Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|---|
| Collect and utilize agency fleet operational data through deployment of vehicle telematics. | Yes | <p>The Department is coordinating with the GSA and the contracted vendor to deploy telematics technology in the new passenger vehicle acquisitions for FY 2017.</p> <p>The Department is in the planning stages to conduct a telematics pilot with the GSA contracted vendor for designated vehicles in strategic locations. Data learned from this pilot will assist the Department to gather information, troubleshoot potential issues, and to prepare for wider range telematics deployment in the FY 2017 vehicle acquisition cycle.</p> | <p>Establish and deploy a telematics pilot for select Department locations by August 2016.</p> <p>Develop guidance policies to assist with the acquisition of telematics for new passenger vehicle acquisitions in FY 2017, by December 2016.</p> |
| Ensure that agency annual asset-level fleet data are properly and accurately accounted for in a formal Fleet Management Information 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. | Yes | <p>The Department has implemented the FBMS as the fleet management information system which contains all of the departmental information with regard to fleet data. The FBMS is also used in the VAM.</p> | <p>Successfully generate the annual motor vehicle report in the FBMS by November 2016.</p> |
| Increase acquisitions of zero emission and plug-in hybrid vehicles. | Yes | <p>Collaborate with GSA to develop strategies, including vehicle acquisition planning and budget planning, to develop the infrastructure necessary to accommodate the increase in plug-in hybrids, and to acquire the required vehicles in locations that can support the technology.</p> | <p>Develop a departmental strategic plan to acquire, integrate, and support the acquisition of zero emission/plug-in hybrid vehicles.</p> |
| Issue agency policy and a plan to install appropriate charging or refueling infrastructure for zero emission or plug-in hybrid vehicles and opportunities for ancillary services to support vehicle-to-grid technology. | Yes | <p>The Department will issue a guidance policy to outline the procedures for the installation of electric charging stations.</p> | <p>The Department will secure funding for a select number of electric charging stations throughout the bureaus.</p> |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|---|
| Optimize and right-size fleet composition by reducing vehicle size, eliminating underutilized vehicles, and acquiring and locating vehicles to match local fuel infrastructure. | Yes | Conduct a VAM analysis of departmental vehicles and eliminate underutilized or excess vehicles. | Decrease the fleet by 3% in FY 2017, relative to FY 2015. |
| Increase utilization of alternative fuel in dual-fuel vehicles. | Yes | (1) Increase utilization of E-85 in flex-fuel vehicles; (2) Locate dual-fuel vehicles where they have access to AF; (3) Use B20 or greater in diesel vehicles. | Develop a guidance document to reemphasize the use of AFs in dual-fueled vehicles. Develop plans to acquire AFVs in locations where the fuels are readily available. |
| Use a Fleet Management Information System to track real-time fuel consumption throughout the year for agency-owned, GSA-leased, and commercially-leased vehicles. | Yes | The Department currently uses its fleet management information system, the FBMS and the information on the fleet charge card to track fuel consumption. The Department will research the capabilities of the telematics technology provider to determine if there are opportunities inherent in the technology that could be used to further improve real-time data. | In the telematics pilot, track real-time consumption data and share this information via interface with the FBMS. |
| Implement vehicle idle mitigation technologies. | No | The Department plans to conduct a telematics technology pilot to determine practical applications to assist with reducing idling. | |
| Minimize use of law enforcement exemptions by implementing GSA Bulletin Federal Management Regulation (FMR) B-33, <i>Motor Vehicle Management, Alternative Fuel Vehicle Guidance for Law Enforcement and Emergency Vehicle Fleets</i> . | No | The Department is committed to exploring all avenues to improve the efficiency and effectiveness of its motor vehicle fleet, which includes its law enforcement vehicles. The Department also does not exempt any vehicles from its VAM analysis. | |
| Where State vehicle or fleet technology or fueling infrastructure policies are in place, meet minimum requirements. | No | The Department will continue to comply with all applicable federal, state, and local motor vehicle laws. | |
| Establish policy/plan to reduce miles traveled, e.g. through vehicle sharing, improving routing with telematics, eliminating trips, improving scheduling, and using shuttles, etc. | No | The Department continues to strive to achieve cost reduction goals that comply with mission-related requirements. | |

Goal 6: Sustainable Acquisition

Sustainable Acquisition Goal

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.

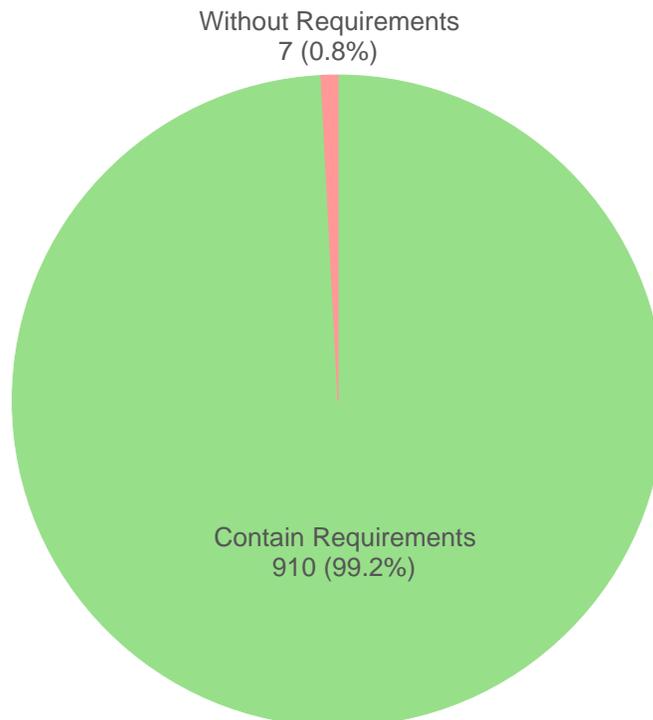
Biobased Purchasing Targets

The Agricultural Act of 2014 requires that agencies establish a targeted biobased-only procurement requirement. E.O. 13693 section 3(iv) requires agencies to establish an annual target for increasing the number of contracts to be awarded with BioPreferred and biobased criteria and the dollar value of BioPreferred and biobased products to be delivered and reported under those contracts in the following fiscal year.

For FY 2017, the Department has established a target of 1,000 contracts and \$30 million in products to be delivered.

Chart: Percent of Applicable Contracts Containing Sustainable Acquisition Requirements

DOI Percent of Applicable Contracts Containing Sustainable Acquisition Requirements
(FY 2015 Goal: 95%)



Total Number of Contracts Reviewed: 917

Based on agency-reported results of quarterly reviews of at least 5% of applicable contract actions

Sustainable Acquisition Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|---|
| Establish and implement policies to meet statutory mandates requiring purchasing preference for recycled content products, ENERGY STAR qualified and FEMP-designated products, and BioPreferred and biobased products designated by USDA. | No | While the Department's acquisition workforce consistently meets statutory mandates per Federal Acquisition Regulation (FAR) Part 23, it is not a top strategy. | |
| Establish and implement policies to purchase sustainable products and services identified by EPA programs, including SNAP, WaterSense, Safer Choice, and Smart Way. | No | While the Department's acquisition workforce consistently meets statutory mandates per FAR Part 23, it is not a top strategy. | |
| Establish and implement policies to purchase environmentally preferable products and services that meet or exceed specifications, standards, or labels recommended by EPA. | No | While the Department's acquisition workforce consistently meets statutory mandates per FAR Part 23, it is not a top strategy. | |
| Use Category Management Initiatives and government-wide acquisition vehicles that already include sustainable acquisition criteria. | No | While the Department is committed to this goal, it is not a top strategy for the fiscal year. The Department mandates all information technology hardware to be purchased from government-wide acquisition contracts that already include sustainable acquisition criteria such as Energy Star. | |
| Ensure contractors submit timely annual reports of their BioPreferred and biobased purchases. | Yes | The Department is establishing standard language to share with all affected contractors to ensure that they understand their requirement to submit annual reports for all applicable contracts per FAR 23. Contracting Officers will also be encouraged to take corrective actions with non-compliant contractors. | The Department will monitor applicable contracts in the System for Award Management (SAM) and will work with vendors who have not submitted their reports. The target is to increase the FY 2015 results by 200%, which is to have at least 21 reports submitted in SAM in FY 2016. |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|--|
| Reduce copier and printing paper use and acquiring uncoated printing and writing paper containing at least 30% postconsumer recycled content or higher. | No | While the Department is committed to this goal, it is not a top strategy for the fiscal year. The Department has policy requiring the reduction of the number of desktop printers and the use of default print settings to conserve resources thereby reducing the usage of paper. Policy also requires the use of 30% postconsumer recycled printing and copier paper. | |
| Identify and implement corrective actions to address barriers to increasing sustainable acquisitions. | Yes | The Department's green procurement policy is being revised with representatives from the bureaus. The collaboration will identify any barriers which will be addressed and solutions/corrective actions will be included in the departmental policy. An emphasis on the utility of the GSA Green Product Compilation will be one of the solutions explored. | The Department will offer 2-3 training sessions that will address common barriers to sustainable acquisition. The trainings will specifically cover the new and more unfamiliar topics identified in E.O. 13693 such as SmartWay Transport partners, SNAP, and Safer Choice. |
| Improve quality of data and tracking of sustainable acquisition through the FPDS and the FBMS. | Yes | The Department's updated Green Purchasing Plan will provide clearer, more simplified information on sustainability requirements and therefore will help improve the quality of data submitted to the FPDS and the FBMS. The green field in the FBMS was just made mandatory in 3rd quarter FY 2016. | The goal is to have no more than a 5% margin of error in the quality of the sustainable data submitted through the FPDS and the FBMS. |
| Incorporate compliance with contract sustainability requirements into procedures for monitoring contractor past performance and report on contractor compliance in performance reviews. | No | While the Department is committed to this goal, it is not a top strategy. The Department has policy on the reporting requirements of contractor performance in the Contractor Performance Assessment Reporting System (CPARS), which includes compliance with sustainability requirements. | |
| Review and update agency specifications to include and encourage products that meet sustainable acquisition criteria. | No | While the Department is committed to this goal, it is not a top strategy. The Department does not have standardized specifications to use in procurements, however the acquisition of products that meet sustainability criteria is encouraged through training efforts and the Department's Green Purchasing Plan. | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|--|
| Identify opportunities to reduce supply chain emissions and incorporate criteria or contractor requirements into procurements. | Yes | E.O. 13693 identifies SmartWay Transport partners and SmartWay products as a new initiative that must be incorporated into procurements to the maximum extent possible. The purpose of the program and initiative is to improve fuel efficiency and reduce GHG emissions and air pollution. | The Department will provide training for the bureaus on how to incorporate SmartWay into procurements. The Department will ask each bureau to provide one example of a contract that included SmartWay criteria. SmartWay is not a greening category in FPDS, so identifying compliant contracts will be a manual process. |

Goal 7: Pollution Prevention & Waste Reduction

Pollution Prevention & Waste Reduction Goal

E.O. 13693 section 3(j) requires that federal agencies advance waste prevention and pollution prevention and to annually divert at least 50% of non-hazardous construction and demolition debris. Section 3(j)(ii) further 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.

Reporting on progress toward the waste diversion goal will begin with annual data for FY 2016.

Pollution Prevention & Waste Reduction Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|---------------------|
| Report in accordance with the requirements of sections 301 through 313 of the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986 (42 U.S.C 11001-11023). | No | Fulfillment of EPCRA reporting requirements will continue to be assessed as part of environmental compliance audits. | |
| 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 GHG reduction targets. | No | Bureaus and offices have undertaken steps such as developing toxic and hazardous chemicals reduction action plans and incorporating reviews for less and non-toxic alternatives when purchasing chemicals. Data on GHG emissions, including those from HFCs, are collected for the GHG and Sustainability Data Report. There is currently no department-wide effort to reduce these emissions due to resource limitations; however, they are being managed at the bureau and office level. | |
| Eliminate, reduce, or recover refrigerants and other fugitive emissions. | No | Data on fugitive emissions are collected for the GHG and Sustainability Data Report. There is currently no department-wide effort to reduce these emissions due to resource limitations; however, they are being managed at the bureau and office level. | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|--|--|
| Reduce waste generation through elimination, source reduction, and recycling. | Yes | The Department maintains policy regarding its many different waste management programs and recycling initiatives. It is the Department's policy that each bureau and office shall develop, implement, and conduct a thorough recycling program. Due to the Department's land management mission, amounts and types of waste produced vary widely depending on the activities taking place in any given year. | Continue to make progress in improving the Department's waste diversion rate. The Department's diversion rate was 88% for C and D waste and 66% for non-C and D for FY 2015. |
| Maintain a reporting system for non-hazardous solid waste. | Yes | Solid waste data, including C and D waste data, are collected through an online database. Changes are made to the database annually to reflect changes in the data call. Almost 1,300 departmental facilities are asked to enter solid waste data each year. The facilities' data are rolled-up and approved at the regional, bureau, and departmental levels. The system collects detailed information on the commodities recycled and whether waste is disposed of through waste-to-energy facilities. | Continue to maintain waste diversion rates in excess of 50% for both non-C and D waste and C and D waste. |
| Implement integrated pest management and improved landscape management practices to reduce and eliminate the use of toxic and hazardous chemicals and materials. | Yes | 517 Departmental Manual 1, Integrated Pest Management (IPM) Policy, provides departmental policy and requirements for bureaus and offices to incorporate IPM into their pest management activities. | Facilities will continue to implement IPM, per Department policy. |
| Develop or revise Agency Chemicals Inventory Plans and identify and deploy chemical elimination, substitution, and/or management opportunities. | No | The Department does not maintain an Agency Chemicals Inventory Plan. However, bureaus maintain Chemicals Inventory Plans as required by law. Bureaus have also undertaken steps such as developing toxic and hazardous chemicals reduction action plans and incorporating reviews for less and non-toxic alternatives when purchasing chemicals. Information on EPA programs to reduce the use of toxic and hazardous chemicals is routinely forwarded to bureaus for consideration. | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|--|
| Inventory current HFC use and purchases. | No | Bureaus are asked to report data on amounts of HFCs released as part of the annual GHG and Sustainability Data Report. However, the Department does not have a separate system to inventory the current use and purchase of HFCs. | |
| Require high-level waiver or contract approval for any agency use of HFCs. | No | The Department currently does not have a policy requiring high-level approval for the use of HFCs. | |
| Ensure HFC management training and recycling equipment are available. | No | The Department currently does not have a program that provides HFC management training or recycling equipment. If training were made available to federal employees, the Department would participate. | |
| Collect and report data on releases of HFCs in annual GHG and Sustainability Data Report | Yes | The Department and its bureaus report data on the release of HFCs in the annual GHG and Sustainability Data Report. | As in previous years, the Department will assess the proportion of its GHG emissions from HFCs and determine whether further action to reduce the use and purchase of HFCs will significantly reduce its GHG emissions. The Department will continue to report HFC emissions in the annual GHG and Sustainability Data Report. |

Goal 8: Energy Performance Contracts

Performance Contracting Goal

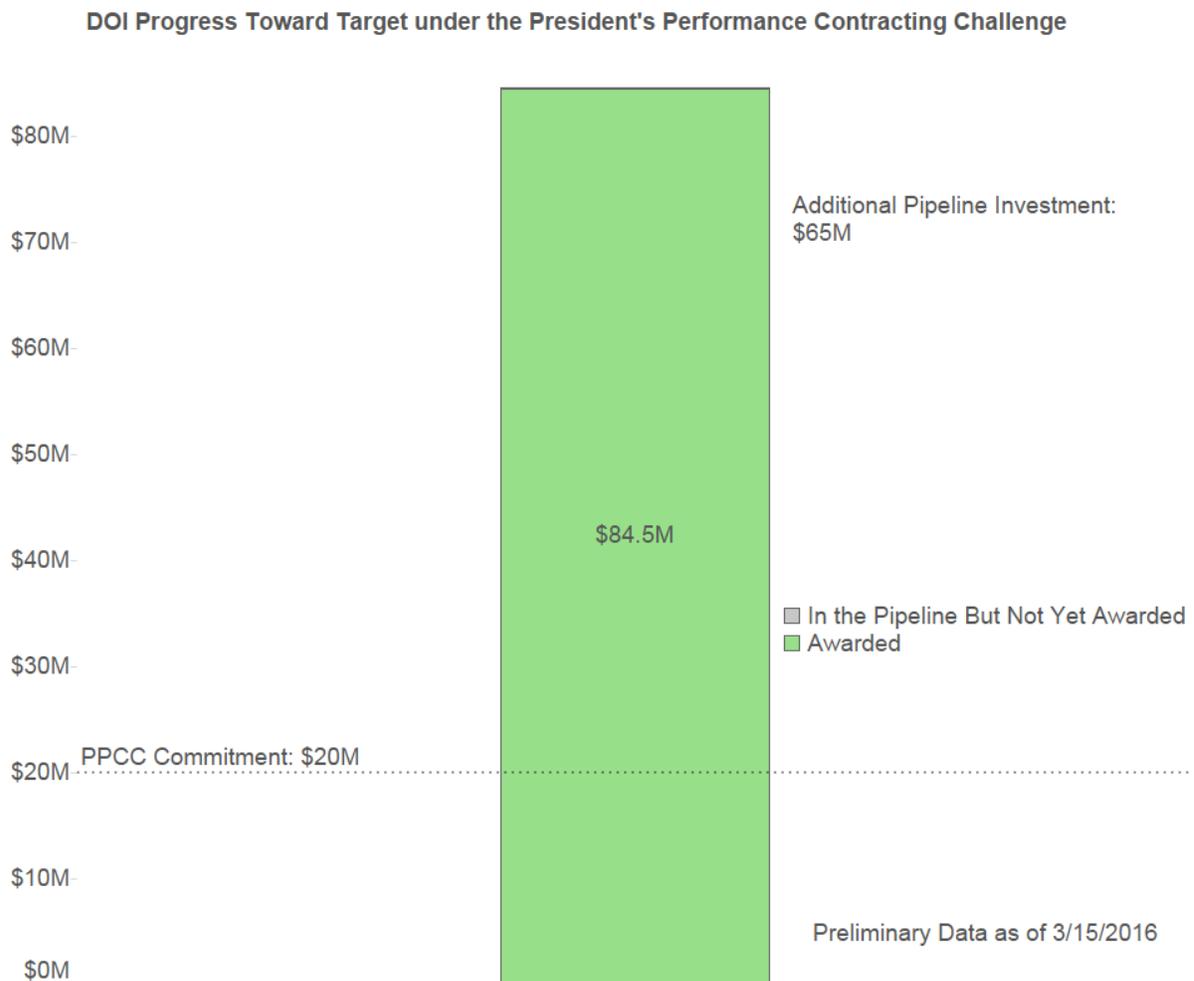
E.O. 13693 section 3(k) requires that agencies implement performance contracts for federal buildings. E.O. 13693 section 3(k)(iii) also requires that agencies provide annual agency targets for performance contracting. The Department's commitment under the President's Performance Contracting Challenge is \$20 million in contracts awarded by the end of calendar year 2016. The Department's targets for the next two fiscal years are:

FY 2017: \$ 20 million

FY 2018: \$ 5 million

Phase 3 of the NCR ESPC is anticipated for award during FY 2017. While no specific projects have been identified for FY 2018, the Department's bureaus and offices will continue to pursue performance contracting to achieve energy savings.

Chart: Progress Toward Target under the President's Performance Contracting Challenge



Performance Contracting Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---|
| 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. | Yes | The Department's bureaus and offices utilize performance contracting to meet energy and water efficiency and renewable energy goals. | Award Phase 3 of the NPS NCR ESPC. |
| Fulfill existing agency target/ commitments towards the PPCC by the end of CY 2016. | Yes | The Department's bureaus and offices will have exceeded the performance contracting commitment of \$20 million by December 2016. | Continue to pursue performance contracting projects to help fulfill the Federal Government's \$4 billion goal by the end of CY 2016. |
| Evaluate 25% of agency's most energy intensive buildings for opportunities to use ESPCs/Utility Energy Service Contracts (UESCs) to achieve goals. | No | Comprehensive energy and water evaluations are conducted on the Department's EISA covered facilities, which represent 75% of the Department's facility energy use. Bureaus are encouraged to utilize performance contracting to save energy where cost effective. | |
| Prioritize top ten portfolio wide projects which will provide greatest energy savings potential. | No | The Department's ESPC pipeline is less than 10 projects deep. Any facility interested in pursuing an ESPC is encouraged to explore the opportunity. | |
| Identify and commit to include onsite renewable energy projects in a percentage of energy performance contracts. | Yes | On-site renewable energy projects are implemented in energy performance contracts when economically and environmentally feasible. | Award Phase 2 of the NPS NCR ESPC which includes on-site PV projects. |
| Submit proposals for technical or financial assistance to FEMP and/or use FEMP resources to improve performance contracting program. | Yes | The Department's bureaus and offices utilize FEMP resources to improve performance contracting and other energy saving program areas. | Submit proposals for technical assistance to utilize expertise from the National Laboratories, and financial assistance through FEMP's Assisting Federal Facilities with Energy Conservation Technologies (AFFECT) program where appropriate. In addition, investigate the possibility of using FEMP's ESPC ENABLE program. |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---------------------|
| Work with FEMP/USACE to cut cycle time of performance contracting process, targeting a minimum 25% reduction. | No | Due to the Department's small facility size and remote locations, project bundling is often required to achieve a viable ESPC. Project bundling across jurisdictional and financial boundaries requires additional coordination and time. | |
| Ensure agency legal and procurement staff are trained by the FEMP ESPC/UESC course curriculum. | No | Appropriate legal and procurement staff are trained by FEMP ESPC and UESC course curriculum. | |

Goal 9: Electronics Stewardship & Data Centers

Electronic Stewardship Goals

E.O. 13693 Section 3(l) requires that agencies promote electronics stewardship, including procurement preference for environmentally sustainable electronic products; 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 employing environmentally sound practices with respect to the agency's disposition of all agency excess or surplus electronic products.

Agency Progress in Meeting Electronic Stewardship Goals

Procurement Goal:

At least 95% of monitors, PCs, and laptops acquired meets environmentally sustainable electronics criteria (EPEAT registered).

FY 2015 Progress: 100%

Power Management Goal:

100% of computers, laptops, and monitors has power management features enabled.

FY 2015 Progress: 94% of equipment has power management enabled.
The Department does not have an agency-wide system in place to track the percentage of equipment that has been exempted.

End-of-Life Goal:

100% of electronics disposed using environmentally sound methods, including GSA Xcess, Computers for Learning, Unicor, USPS Blue Earth Recycling Program, or Certified Recycler (Responsible Recycling [R2] or E-Stewards).

FY 2015 Progress: 100%

Data Center Efficiency Goal

E.O. 13693 Section 3(a) states that agencies must improve data center efficiency at agency facilities, and 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.

Electronics Stewardship Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|--|
| Use government-wide strategic sourcing vehicles to ensure procurement of equipment that meets sustainable electronics criteria. | Yes | Department policy requires the procurement of environmentally sustainable electronic products using the National Aeronautics and Space Administration's (NASA) Solutions for Enterprise Wide Procurement V (SEWP V) contracting vehicle. | The percentage of new contract actions that contain applicable requirements and/or clauses is reported annually in the OMB Sustainability/Energy Scorecard. |
| Enable and maintain power management on all eligible electronics; measure and report compliance. | Yes | <p>In March 2016, the Department's Chief Information Officer completed installing power management features on all computers and displays. The Department will continue to enable and maintain power management on all eligible electronics.</p> <p>The Department also has policy, Establishing Efficient Print Practices, requiring energy conservation for imaging equipment.</p> | Maintain 100% power management on existing and new computers and displays. Annually report on the O&M related to the implementation of power management through the OMB's Integrated Data Collection for information technology metrics. Reported annually in the OMB Sustainability/Energy Scorecard. |
| Implement automatic duplexing and other print management features on all eligible agency computers and imaging equipment; measure and report compliance. | No | The Department has policy, Establishing Efficient Print Practices, requiring duplex printing on imaging equipment. | |
| Ensure environmentally sound disposition of all agency excess and surplus electronics, consistent with federal policies on disposal of electronic assets, and measure and report compliance. | Yes | The Department will continue to use the GSA Bulletin FMR B-34, <i>Disposal of Federal Electronic Assets</i> , as guidance on using R2/e-Steward certified recyclers. The Department updated the Electronic Stewardship Implementation Plan and EMS electronic stewardship action plan to reflect this requirement; and plans to continue to register additional Department federal employees to use the USPS Blue Earth Federal Recycling Program and UNICOR Federal Recycling Program. | <p>The Department will ensure environmentally sound disposition of 100% of all excess and surplus electronics.</p> <p>The Department will continue to report on end-of-life management related to responsible disposal of electronics through the annual report of personal property furnished to the non-Federal Recipient Report, UNICOR, or USPS.</p> |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---|
| Improve tracking and reporting systems for electronic stewardship requirements through the lifecycle: acquisition and procurement, O&M, and end-of-life management. | Yes | Continue to use the Department-issued policy adopting NASA SEWP V - contract as mandatory source to provide EPEAT registered and ENERGY STAR qualified products. Adopted the GSA Schedule for imaging equipment and expect to adopt GSA Schedule for televisions when it becomes available. | 100% procurement of EPEAT and ENERGY STAR products and use GSA Federal Schedules for imaging equipment. Agencies shall report annually on Acquisition and Procurement related to the purchase and lease of environmentally sustainable electronic products. |

Data Center Efficiency Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---|
| Develop, issue, and implement policies, procedures and guidance for data center energy optimization, efficiency, and performance. | Yes | Implement policy, procedures, and guidance in accordance with the DCOI that requires agencies to develop and report on data center strategies to consolidate inefficient infrastructure, optimize existing facilities, achieve cost savings, and transition to more efficient infrastructure, such as cloud services and interagency shared services. | Develop a Data Center Consolidation Strategy. Submit annual FITARA reports that include: comprehensive data center inventories; multi-year strategies to consolidate and optimize data centers; performance metrics and a timeline for agency activities; and yearly calculations of investment and cost savings. Maintain DCOI DataPoint Portal as directed by OMB DCOI. |
| Install and monitor advanced energy meters in all data centers (by FY 2018) and actively manage energy and power usage effectiveness. | Yes | Install and monitor energy meters in all data centers, where feasible, based on consolidation strategy, business needs, and availability of funds. | Identify energy metering requirements for data centers and install energy meters in data centers. |
| Minimize total cost of ownership in data center and cloud computing operations. | Yes | Leverage Core Data Center Managers Forum to establish standards related to data center management. Provide more efficient hosting solutions to further support data center consolidation and an overall reduced total cost of ownership. | Identify data centers for consolidation or closure and identify and migrate appropriate applications and services to the cloud. |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|--|
| Identify, consolidate and migrate obsolete, underutilized and inefficient data centers to more efficient data centers or cloud providers; close unneeded data centers. | Yes | Develop and implement a Data Center Consolidation Strategy. Consolidate 100% of the non-core data centers, where feasible, based on consolidation strategy, business needs, and availability of funds. | Identify data centers for consolidation or closure, then consolidate and close data centers. |
| Improve data center temperature and air-flow management to capture energy savings. | No | Evaluate and make recommendations for temperature and airflow management, where feasible, based on consolidation strategy, business needs, and availability of funds. However, this is not a top strategy. | |
| Assign certified Data Center Energy Practitioner(s) to manage core data center(s). | No | The Department will assign certified Data Center Energy Practitioners to manage core data centers, where feasible, based on consolidation strategy, business needs, and availability of funds. However, this is not a top strategy. | |

Goal 10: Climate Change Resilience

E.O. 13653, *Preparing the United States for the Impacts of Climate Change*, outlines federal agency responsibilities in the areas of supporting climate resilient investment; managing lands and waters for climate preparedness and resilience; providing information, data and tools for climate change preparedness and resilience; and planning.

E.O. 13693 Section 3(h)(viii) states that as part of building efficiency, performance, and management, agencies should incorporate climate-resilient design and management elements into the operation, repair, and renovation of existing agency buildings and the design of new agency buildings. In addition, Section 13(a) requires agencies to identify and address projected impacts of climate change on **mission critical** water, energy, communication, and transportation demands and consider those climate impacts in operational preparedness planning for major agency facilities and operations. Section 13(b) requires agencies to calculate the potential cost and risk to mission associated with agency operations that do not take into account such information and consider that cost in agency decision-making.

Climate Change Resilience Strategies

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|---|
| 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) | Yes | Climate change considerations have been incorporated into several of the Department’s external programs and activities, including the USBR’s Drought Response Program, the FWS State Wildlife Grant Program and Boating Infrastructure Grant Programs, the Office of Wildland Fire Resilient Landscapes initiative, and the Bureau of Indian Affairs’ Tribal Climate Resilience Program. | The Department will advance efforts to integrate climate change considerations into additional grant programs. Examples of new targeted programs include the FWS Pittman-Robertson Wildlife Restoration Program and the Dingell-Johnson Sport Fish Restoration Program; and the NPS Historic Preservation Fund. Additionally, the Office of Insular Affairs will modify relevant grant programs to ensure that climate change is a priority or taken into account in the awarding of funds. |
| Update and strengthen agency internal mission, programs, policies, and operations to align with the Guiding Principles, including facility acquisition, planning, design, training, and asset management processes, to incentivize planning for and addressing the impacts of climate change. | No | The Department’s Climate Change Adaptation Policy directs bureaus and offices to “review and update existing decision making processes and management plans to allow the integration of the principles and values identified in this policy.” | |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|--|----------------------|---|--|
| <p>Ensure workforce protocols and policies reflect projected human health and safety impacts of climate change.</p> | <p>Yes</p> | <p>Climate change is expected to interact with other natural and human caused stressors to influence human health and safety across a broad spectrum of the Department’s mission areas and functions. In 2015, the Department issued guidance to bureaus and offices for incorporating climate change considerations into safety and health policies and protocols. The Department will coordinate with agencies such as the Occupational Safety and Health Administration, the Centers for Disease Control and Prevention, EPA, and the Federal Emergency Management Agency to identify up-to-date climate change safety and health information and any impending new federal policies and requirements.</p> | <p>As directed by departmental policy guidance, bureaus and offices will evaluate existing health and safety policies based on projected impacts of climate change on employees, volunteers and visitors, and make appropriate changes to address and minimize risks. Bureau and office field-level management should assess climate change risks and mitigation within operational job hazard analyses. Each bureau identified specific activities and targets for this strategy.</p> |
| <p>Mainstream and integrate climate change adaptation 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.</p> | <p>Yes</p> | <p>This overarching strategy aligns with the Department’s Climate Change Adaptation Policy (December 2012), which prioritizes incorporating climate change adaptation into planning processes and engagement at multiple levels with federal, Tribal, and other partners, as well as existing collaborations.</p> <p>The Department’s Landscape Conservation Cooperatives and Climate Science Centers are a focal point for integrating climate change adaptation into regional planning and for working with partners and stakeholders.</p> | <p>The bureaus will demonstrate progress in advancing measures for this strategy, which align with the Department’s Climate Change Adaptation Policy. Bureaus will report to the Department on a quarterly basis on their progress and achievements in implementing this strategy.</p> |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|--|
| Ensure that vulnerable populations potentially impacted by climate change are engaged in agency processes to identify measures addressing relevant climate change impacts. | No | The Department interprets “vulnerable communities” to include human communities as well as ecosystems. The Department’s mission encompasses many types of communities that are vulnerable to climate change, including Tribes, Alaska Natives, Native Hawaiians and other Pacific Islanders, communities and farmers that rely on water supply, ranchers, ecosystems and the species that comprise them, recreational visitors, and more. The Department sustains communities both economically and in their quality of life. However, this is not a top strategy. | |
| Identify interagency climate tools and platforms used in updating agency programs and policies to encourage or require planning for, and addressing the impacts of, climate change. | No | The Department works closely with interagency partners to ensure that its tools and science information are available and current on interagency platforms, such as the Climate Resilience Toolkit and Climate Data Initiative. | |
| Ensure agency principals demonstrate commitment to adaptation efforts through internal communications and policies. | Yes | The Department’s Climate Change Adaptation Policy identifies the Deputy Secretary as the Co-Chair of the Department’s Energy and Climate Change Task Force, as well as the responsible official for overseeing the Department’s compliance with the policy. | The Deputy Secretary will ensure compliance with the Department’s Climate Change Adaptation Policy in part through annual reporting by bureau and office directors on their implementation of Section 1.5(C) of the Policy. See the Policy at: http://elips.doi.gov/elips/0/doc/3741/Page1.aspx . Bureaus will also demonstrate progress and report on the status of these updates quarterly through the climate resilience priority goal reporting requirement. |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|---|---|
| Design and construct new or modify/manage existing agency facilities and/or infrastructure to account for the potential impacts of projected climate change. | Yes | <p>The Department’s Climate Change Adaptation Policy directs bureaus and offices to “address the vulnerability of mission critical and mission dependent infrastructure and facilities.”</p> <p>In 2015, the Department issued policy guidance to bureaus for Addressing Natural Hazards and Climate Change Risks for Real Property Assets. The policy broadly describes bureau/office responsibilities for incorporating natural hazards and climate risks in the planning and management of real property assets.</p> | <p>Bureaus identified specific commitments and targets and will demonstrate progress and report on the status of these updates quarterly through the climate resilience priority goal reporting requirement.</p> <p>Several bureaus identified the need for additional facility-level vulnerability assessments as a priority activity for this strategy.</p> |
| Oversee completion of the Resilient Lands and Waters Initiative commitments as described in the Administration’s Priority Agenda for Enhancing the Climate Resilience of America’s Natural Resources (Priority Agenda). | Yes | <p>The Priority Agenda states: “Within 24 months these agencies and their partners will have identified and mapped the initial list of priority areas within each of the selected geographic landscapes or regions.”</p> <p>The Department, working collaboratively with the National Oceanic and Atmospheric Administration, the Joint Implementation Working Group of the National Fish, Wildlife and Plants Climate Adaptation Strategy, and the seven Resilient Lands and Waters partnerships, will complete of the Priority Agenda task during 1st quarter FY 2017.</p> | <p>Each partnership will provide information and maps reflecting their priority areas by October 2016. Information will be summarized and reported on the National Fish, Wildlife and Plants Climate Adaptation Strategy website during 1st quarter FY 2017.</p> |
| Complete updates to the Departmental Manual (520 DM 1) to reflect Executive Order 13690 and the FFRMS. | Yes | <p>The Department is updating its Floodplain Management and Wetlands Protection Procedures (520 DM 1) as part of Executive Order 13690 and the FFRMS implementation efforts. The updates will provide direction and guidance to bureaus for implementing the FFRMS.</p> | <p>The Department will complete the updates during FY 2017, to include formal surname review, issuance, and publication in the Department’s Electronic Library of the Interior Policies.</p> |

| Strategy | Priority for FY 2017 | Strategy Narrative | Targets and Metrics |
|---|----------------------|--|---|
| <p>Complete climate change training needs assessments for Department bureaus and develop a departmental strategy for increasing workforce climate change literacy and capabilities.</p> | <p>Yes</p> | <p>The Department's bureaus are conducting assessments that will identify workforce climate change training needs. The assessments will describe the level of workforce knowledge and skills needed to effectively address anticipated climate change impacts.</p> <p>The Department will use the information from the needs assessments to develop a departmental climate change training strategy.</p> | <p>Bureau climate change training needs assessments will identify opportunities to improve the ability of their workforces to address climate change risks to bureau missions, operations, and management responsibilities.</p> <p>The Department's climate change training strategy will describe specific actions to improve climate change training coordination and collaboration in FY 2017.</p> |

FY 2016 FLEET MANAGEMENT PLAN AND BUDGET NARRATIVE

May 2016

Developing a Fleet Management Plan is critical to an agency in defining and describing how the motor vehicle fleet serves its mission needs. A Fleet Management Plan is multi-year map of a systematic approach to vehicle acquisition, use, maintenance, refueling, and replacement. The plan should anticipate and account for changes in mission, organization, and resulting vehicle demand. The plan must establish a strategy for achieving full compliance with mandates to lower greenhouse gas (GHG) emissions, acquire alternative fueled vehicles, utilize alternative fuels including bio-based fuels, acquire low greenhouse gas emitting vehicles, incorporate telematics, acquire zero emission vehicles, convert to asset level data reporting, and reduce petroleum. The plan must also define how vehicle selection will advance sustainable acquisition, achieve maximum fuel efficiency, and limit motor vehicle body size, engine size and optional equipment to what is essential to meet the agency's mission. The plan should guide the programming of funds necessary to continue fleet operations.

This document provides the template for Executive Branch agencies to prepare and update Fleet Management Plans to obtain an optimal fleet inventory and document the steps being taken to operate those fleets most effectively and efficiently. Agency adherence to this guidance will ensure compliance with the Executive Order 13693 requirement to prepare a Fleet Management Plan and incorporate it into the agency Annual Strategic Sustainability Performance Plan. It will also satisfy the instructions in OMB Circular A-11 entitled "Fleet Data Reporting in FAST" for a narrative section to explain and support inventory and cost data.

Instructions: Address each of the 11 areas listed below clearly and completely. Take as much space as needed. Please view this as your opportunity to tell your agency's story, to profile your agency's fleet operations, to explain its unique challenges, and to present its successes and failures. Read the introductory material carefully and address all of the questions. If something does not apply to your agency, say so; if the question misses something important that sheds light on your agency's fleet, add it. Be aware that not everyone reading your document may be a fleet expert so communicate clearly as if writing for the layman. Please leave the questions in place along with your response.

**FY 2015 FLEET MANAGEMENT PLAN AND BUDGET NARRATIVE
FOR
(US Department of the Interior)**

(A) Introduction that describes the agency mission, organization, and overview of the role of the fleet in serving agency missions.

- (1) Briefly describe your agency's primary/core mission and how your fleet is configured to support it.
- (2) Please describe the organizational structure and geographic dispersion of your fleet.
- (3) Describe your agency's ancillary missions, such as administrative functions, and how your fleet supports them.
- (4) Describe how vehicles are primarily used, and how do mission requirements translate into the need for particular vehicle quantities and types.

The Department of the Interior (DOI) uses its motor vehicle fleet to accomplish its diverse mission, often in remote locations throughout the country. DOI currently manages approximately 70,000 employees and 280,000 volunteers and owns and operates approximately 46,400 buildings, 106,300 structures, and approximately 33,500 vehicles at 2,400 locations in over one-half billion acres across the United States, Puerto Rico, and U.S. Territories.

The Department's fleet management program provides support to over 33,500 fleet motor vehicles nationwide, including nearly 9,100 alternative fueled vehicles and over 1,100 hybrid vehicles. DOI's fleet serves a vital supporting role Interior's conservation mission. Vehicles are used by Interior employees, and authorized volunteers, to support multiple mission activities, many in remote areas. DOI vehicles are used to support and transport Agency staff, scientific and mission-related equipment, law enforcement, emergency response, maintenance, and off-road and on-road collection of scientific data. Some vehicles use haul trailers and carry heavy loads of specialized equipment.

Due to the nature of DOI's mission requirements, rugged terrain and remote locations, the DOI fleet mainly consists of light and medium-duty trucks, vans and sport-utility vehicles (approximately 80 percent). Approximately 11 percent of the DOI fleet are heavy-duty trucks over 16,000 lbs. Light-duty passenger sedans account for the remaining 8 percent of the DOI fleet. DOI has passenger buses, used to transport school children and park/refuge/recreation site visitors. Due to these usages, DOI owns approximately 70 percent of its vehicles because they are more economical and available as Agency owned rather than GSA-leased.

In some locations, government vehicles are provided to support service contracts. The average operational location has fewer than 10 employees, several of whom are out in the field each day, using the government vehicle to get from their office to their work site. Interior manages its diverse fleet with guidance, policy, and oversight provided at the Department level. DOI has established a portfolio management approach to operating the motor fleet program.

(B) Description of vehicle acquisition/replacement strategies.

- (1) Describe your agency's vehicle sourcing strategy and decision(s) for purchasing/owning vehicles compared with leasing vehicles through GSA Fleet or commercially. When comparing the cost of owned vehicles to leased vehicles, you should compare all direct and indirect costs projected for the lifecycle of

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owned vehicles to the total lease costs over an identical lifecycle. Include a rationale for acquiring vehicles from other than the most cost effective source. Note: Information on calculating indirect cost is contained in FMR Bulletin B-38, Indirect Costs of Motor Vehicle Fleet Operations.

(2) Describe your agency's plans and schedules for locating AFVs in proximity to AFV fueling stations.

(3) Describe your agency's approach to areas where alternative fuels are not available and whether qualifying low greenhouse gas (LGHG) vehicles or ZEVs are being placed in such areas.

(4) EO13693 requires agencies to reduce greenhouse gas (GHG) emissions as compared to a 2014 baseline. Describe your agency's plans to meet this goal. If funding is required to comply with this mandate, do you have documentation that it has been requested?

(5) EO13693 requires agencies to acquire zero emission vehicles (ZEVs) as an increasing percentage of passenger vehicle acquisitions. Describe your agency's plans to meet this goal. If funding is required to comply with this mandate, do you have documentation that it has been requested?

(Note: Do not attach or provide funding documentation unless requested)

Due to mission requirements and the size and type of vehicle needed to accomplish DOI's mission, the Department purchases the majority of its vehicles from GSA. Although GSA-leased vehicles play a vital role in the composition of the DOI fleet, when cost/benefit analysis are conducted prior to acquiring a new vehicle, the majority of decisions are for purchases as opposed to GSA-leased. GSA-leased vehicles are crucial to the optimization of the Interior fleet composition, when the right size and type vehicles are available for integration into the DOI fleet. DOI bureau/offices conduct cost analysis prior to making purchase versus lease decisions. If there is a need for a commercial leased vehicle, it is due GSA being unable to provide a suitable vehicle at the time of need.

DOI also utilizes the Department of Energy's alternative fueling station locator system and application to determine the closest alternative refueling station. DOI makes this information available to all of its fleet managers and locations for vehicle acquisition to make informed decisions on the acquisition of vehicle fuel type. DOI is dedicated to strategically placing AFVs in locations where the alternative fuels are readily available. DOI disseminates information to its bureaus regarding the locations for alternative fuel stations. DOI will redouble its efforts to partner with the DOE to use the fleet optimization tool and the fleet Dashboard to make more strategic placements for alternative fuel vehicles. DOI checks vehicle orders to ensure they meet GHG requirements, and place the most fuel-efficient vehicle. DOI also commits to:

- Update and implement the AFV acquisition plan annually, or as needed
- Request additional funding to increase the infrastructure for alternative fueling stations at DOI fueling sites
- Develop public and private partnerships to increase the availability and use of alternative fuel and fueling stations
- Continue to use DOE's Dashboard to assist with the decision making process of efficiency, placement, and to determine which vehicles to acquire

The Department is currently developing policies and procedures to incorporate more electric and zero emission vehicles into its fleet. This includes a comprehensive analysis of the current vehicle fleet, the electric charging infrastructure, and of the vehicle currently available that will meet the Department's mission requirements. DOI will have the ability to determine the most advantageous and strategic implementations for electric and zero emission vehicles through

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analysis of its vehicle allocation methodology (VAM). DOI will use the VAM analysis to assist with right-sizing its fleet, make decisions regarding size, location and composition, and determine the best fuel alternative for the location. DOI bureaus and offices are currently researching and developing the electric vehicle infrastructure and developing plans to pilot the implementation and installation of electric charging stations. At the conclusion of this analysis, DOI will develop a detailed acquisition strategy and project plan to deploy electric and zero emission vehicle at strategic locations.

In order to meet the goal to increase the acquisition of zero emission vehicle, DOI will collaborate with GSA, DOE, and its bureaus to develop strategies, including vehicle acquisition planning and budget planning, to develop the infrastructure necessary to accommodate the increase in plug-in hybrids, and to acquire the required vehicles in locations that can support the technology. DOI will develop a departmental strategic plan to acquire, integrate, and support the acquisition of zero emission/plug-in hybrid vehicles.

DOI plans to meet the GHG goal by implementing best practices to ensure the fleet is operating at the most efficient level. Through the VAM analysis, DOI will develop a motor vehicle baseline to ensure vehicle size is kept at a minimum. DOI will revisit these baselines and performance measures in FY16 for adjustment and implementation in FY17 through the Department's VAM analysis. DOI integrated vehicle utilization performance metrics into its fleet management information system to assist the Department with making management level decision regarding fleet size and composition. These strategies will assist the Department in future decisions to make the fleet more efficient, and to meet GHG reduction goals.

The Department continues to work with GSA and the Bureaus to develop vehicle replacement strategies to optimize the size and efficiency of the fleet. Replacement strategies and guidelines are included in Bureau fleet management plans. Bureau level fleet management plans were updated in FY 16 to reflect changing requirements in response to Executive Order 13693 and other mandated requirements. As a result of the VAM analysis, DOI will establish a new vehicle reduction goal to implement in FY17 to realize a Departmental fleet reduction of 10 percent over the next 4 years, based on the FY15 baseline.

(C) Description of Telematics related acquisition strategies.

(1) EO13693 requires agencies to incorporate telematics into the fleet. Describe your agency's plans to meet this goal.

(2) If funding is required to comply with this mandate, do you have documentation that it has been requested? (Do not attach or provide funding documentation unless requested).

(3) Has the agency acquired the telematics system through GSA or directly from a vendor/company? If so, provide the name of the vendor/company. Did the costs of telematics systems acquired directly from the vendor/company exceed those provided through GSA? If so, please provide rationale for the decision.

(4) Describe the type of telematics technology installed (satellite, cellular or radio frequency identification (RFID)).

(5) What type of telematics features are installed in your vehicles. Check all that apply from the list below: (Note – When the form is finalized, there will be check boxes or drop down box included on the template)

GPS tracking - Fleet managers can monitor the location of their vehicles in real-time by logging on to a user accessible website.

Engine diagnostics - Fleet managers can have engine diagnostics reports delivered to their email showing the current condition of the vehicle, odometer readings, idle time, emissions information and speed data.

Vehicle monitoring and driver identification - Fleet managers can track a driver of every vehicle via the usage of key fobs for the drivers or in-vehicle devices and can track who is, or was, driving any given vehicle at any particular time, as well as limit who can operate which vehicles.

In-vehicle recording – This solution uses inward and outward facing cameras to record the driver's behavior as well as the vehicle's surroundings. The device saves the footage from several seconds before and after a sudden movement occurs, such as sudden stop or hard turn.

Instant driver feedback – This system provides an immediate, private, in cabin indication via light activation within the driver's line of sight. The feedback device is designed to track and report harsh braking, sudden acceleration, cornering/high speed turns, unsafe lane changes and speeding (with a pre-determined speeding threshold).

Other – Describe other service

Fuel Usage - Information on gallons of fuel and subsequent MPG calculations.

(6) Describe the obstacles encountered, lessons learned, and any experiences or other information that may benefit other agencies. Consideration should be given to the impact that aftermarket telematics may have on vehicle warranties.

The Department is coordinating with the GSA and the contracted vendor to deploy telematics technology in the new passenger vehicle acquisitions for FY 2017. The Department is in the planning stages to conduct a telematics pilot with the GSA contracted vendor for designated DOI vehicles in strategic locations. Data learned from this pilot will assist the Department to gather information, troubleshoot potential issues, and to prepare for wider range telematics deployment in the FY 2017 vehicle acquisition cycle. This analysis will assist DOI to make more informed decisions with regards to telematics acquisition, planning, implementation and deployment. DOI is also coordinating with its fleet management information systems system architect to facilitate the development of a potential interface(s) between the systems.

(D) Description of efforts to control fleet size and cost.

- (1) Provide an explanation for any measurable change in your agency's fleet size, composition, and/or cost or if you are not meeting optimal fleet goals (based on agency VAM study results).
- (2) Describe the factors that hinder attainment of your optimal fleet (e.g., budgetary, other resource issues, mission changes, etc.).
- (3) Discuss any trends toward larger, less fuel-efficient vehicles and the justifications for such moves.
- (4) Are you aware of and do you consider alternatives (short term rental, pooling, public transportation, etc.) to adding a vehicle to the agency's fleet?
- (5) Discuss the basis used for your future cost projections (published inflation estimates, historical trends, flat across-the-board percentage increases, mission changes, etc.)

The size of the DOI fleet has decreased as a result of the initial VAM analysis. This annual snap-shot into the DOI fleet has given the Agency a method to reflect on the size and composition of the fleet, look at historical trends in a manner where DOI can make adjustment to the fleet in future years, and allows DOI the ability to target areas of inefficiency. The initial VAM process resulted in DOI setting a goal of a 5 percent reduction in the fleet size over the analysis period.

The first three cycles of the analysis afforded DOI the opportunity to see directly where to make improvements in the efficiency and effectiveness of the fleet, while setting the parameters for “right-sizing” the fleet in future years. DOI realized significant reductions fleet size in the initial years. This directly correlated to the implementation of past performance measures designed to achieve DOI’s fleet optimization level for most DOI Bureaus.

The Department requires that all justification is linked to a specific Interior mission. DOI policy requires that Bureaus acquire the smallest, most efficient vehicle, which will meet mission requirements. As stated previously, due to the nature of the DOI mission and the locales where DOI operates vehicles, DOI’s fleet mainly consists of light, medium and heavy-duty truck. These vehicles do not have the efficiency of smaller passenger vehicles. The justification for the composition of the fleet can be seen on the terrain and locations where DOI manages. DOI will only acquire a larger, less-efficient vehicle if the smaller option is not a viable option due to mission requirements.

The costs estimates provided during this cycle are largely an estimate based on the best budget data fleet managers have at this time. DOI anticipates more accurate estimates may be provided during the normal budget submission timeframe at the end of the end. DOI Bureaus and Offices are still in the formulation stages for the FY2018 budget. Additionally, as Bureaus reduce the size of their fleet in future years, there is the possibility for significant cost savings as correlates to the reduction in the number of vehicles in DOI’s fleet.

Each Bureau is required to develop, implement, and update its Bureau-level Fleet Management Plans annually to improve efficiencies and effectiveness in their respective fleet programs. Bureaus must complete a vehicle justification document detailing the need for the vehicle and how the vehicle will fulfill specific mission requirements. The mission need and justification must be determined prior to the acquisition of a new or additional vehicle. Agency and Bureau-level fleet managers, through the authority of the Chief Sustainability Officer (CSO) have oversight and authority into the vehicle acquisition process. Adjustments are recorded in this DOI Fleet Management Plan, Bureau fleet management plans, SSPP, and VAM.

(E) Description of Vehicle Assignments and Vehicle Sharing.

- (1) Describe how vehicles are assigned at your agency (i.e., individuals, offices, job classifications, motor pools).
- (2) Describe your agency's efforts to reduce vehicles assigned to a single person wherever possible.
- (3) Describe pooling, car sharing, and shuttle bus consolidation initiatives as well as efforts to share vehicles internally or with other Federal activities.
- (4) Describe how home-to-work (HTW) vehicles are justified, assigned, and reported, as well as what steps are taken by your agency to limit HTW use.
- (5) Does your agency document/monitor the additional cost of HTW use of Federal vehicles? If so, please describe how.

DOI has two vehicles assigned to individuals; the Secretary and Deputy Secretary. All other DOI vehicles are shared, both inter and intra-bureau. Many DOI bureaus share vehicles between offices in the same geographic locations. Bureaus also share fleet vehicles between offices and districts in most states, whenever possible. In Washington, DC, DOI shares shuttle bus service

both inter and intra-Agency for locations in the Washington, DC area. DOI will increase the use of vehicle sharing, nation-wide, whenever feasible. DOI is interested in partnering with Federal, state, local governments to increase the use of vehicle sharing and shuttle bus program expansion.

The Secretary approves Home-to-Work authorizations on limited basis. The levels of review for Home-to-Work approval must flow through the highest levels of Departmental and bureau management. The approval process goes through many management chains, including the Assistant Secretary for Policy, Management and Budget and the Solicitor's Office prior to being presented to the Secretary for approval. Employees are encouraged to use means other than Home-to-Work to accomplish mission requirements.

(F) Evidence of Vehicle Allocation Methodology (VAM) Planning.

Provide information on the methods used to determine your agency's VAM targets/optimal inventory. (Recommendation #2 from GAO report: GAO-13-659. See FMR Bulletin B-30 for guidance on conducting a VAM study and developing VAM targets).

- (1) What is the date of your agency's most recent VAM study? Please describe the results (Add/Reduce/Change vehicle types, sizes, etc.). Have all bureaus been studied?
- (2) From your most recent VAM study, please describe/provide the specific utilization criteria (miles, hours, vehicle age, or other measures) used to determine whether to retain or dispose of a vehicle? If different criteria were used in different bureaus or program areas, provide the criteria for each.
- (3) From your most recent VAM study, what were the questions used to conduct the VAM survey (see FMR Bulletin B-30(6)(C)) (if lengthy, provide as an attachment)? If different questions were used by different bureaus or program areas, provide the questions for each. If a VAM survey was not conducted, please describe the methods used to apply utilization criteria to each vehicle in your agency's fleet and collect subjective information about each vehicle that potentially could provide valuable insights/explanations into the objective criteria.

In accordance with DOI's cycle to conduct VAM analysis every four years, DOI is currently undertaking a complete VAM analysis for all of its motor vehicle fleet. All bureaus are subject to this thorough analysis for implementation of results beginning in FY17. DOI is dedicated to conduct a vehicle allocation methodology, which includes an analysis of departmental vehicle, and eliminate underutilized or excess vehicles. The goal of the VAM analysis is to decrease Interior's fleet by 3 percent in FY 2017, relative to FY 2015, and set a goal to realize a 10 percent reduction by the end of FY20.

DOI has improved its fleet management program review over the past decade, and specifically during these VAM reporting cycles. The performance measures DOI implemented have realized a marked increase in the size and efficiency of the fleet. DOI is using the provided GSA bulleting B-30 as the foundational guideline for the analysis. DOI also incorporated VAM principles into its fleet management information system to automate the VAM process and to provide analytic data to make informed decisions on the size and composition of the fleet. Additionally, DOI integrated performance analytics from its fleet management information system to provide data to make more efficient decisions regarding leave vs. purchase analysis and fleet disposition. DOI will continue to improve upon performance measures and implement best practices with the goal to further reduce the size of the fleet, increase the use of alternative fuels, and decrease the use and dependence on petroleum based fuels.

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The VAM analysis will assist DOI to manage Bureau fleets, future acquisitions, and disposals to meet the goals identified through the VAM analysis. DOI will use this information for acquisition planning, making decisions for vehicle replacement process based on funding or current vehicle conditions. DOI will realize overall reductions and costs savings by offsetting any Bureau increases with Bureau reductions in other areas.

(G) Description of the agency-wide Vehicle Management Information System (See FMR 102-34.340)

Federal agencies are to begin collecting asset level data (ALD) beginning October 1, 2016 in order to be able to report ALD in the October-December 2017 FAST data call. To comply, your agency will need a management information system (MIS) capable of reporting inventory, cost, usage, and other information on a "per vehicle" basis.

- (1) Does your agency have a vehicle management information system (MIS) at the Department or Agency level that identifies and collects accurate inventory, cost, and use data that cover the complete lifecycle of each motor vehicle (acquisition, operation, maintenance, and disposal), as well as provides the information necessary to satisfy both internal and external reporting requirements?
- (2) Your agency was provided a draft list of 70 ALD data elements. How many of the 70 data elements is your current system able to report on a "per vehicle" basis right now?
- (3) Describe your agency's plan for reporting all required ALD elements. What is the timeline?
- (4) If your agency does not currently have a system capable of reporting ALD, describe the steps (documented) that are being taken or have been taken to comply with Executive Orders, regulations, and laws that require such a system.
- (5) If your agency currently uses telematics systems, does your MIS capture and report all of the data from those devices?

The Department-wide Financial and Business Management System (FBMS) is DOI's Fleet Management Information System. The system is fully deployed Department-wide. The system has the capability to provide all of the 70 ALD reporting requirements. The system requires 12-18 months to make system changes requested outside of normal scope-related request cycle. The system can complete and provide all the required reporting elements detailed in EO 13693, regulations, and statutes, if given the proper time to incorporate into the optimization cycle. The FBMS Business Integration Office (BIO) is working with Departmental offices and the GSA contracted telematics provider to develop an interface between the FBMS and the service provider's system architecture.

(H) Justification for restricted vehicles.

- (1) If your agency uses vehicles larger than class III (midsize), is the justification for each one documented?
- (2) Does your agency use the law enforcement (LE) vehicle classification system described in GSA Bulletin FMR B-33? If not, why not?
- (3) If your agency reports limousines in its inventory, do they comply with the definition in GSA Bulletin FMR B-29?
- (4) For armored vehicles, do you use the ballistic resistance classification system of National Institute of Justice (NIJ) Standard 0108.01, and restrict armor to the defined types?
- (5) Are armored vehicles authorized by appropriation?

DOI has identified two (2) executive vehicles in the fleet, which are posted on the DOI website. These vehicles are used solely for the Secretary and Deputy Secretary. Interior does not have limousines in the fleet. Any “large” vehicles are used for law enforcement purposes. DOI adheres to the law enforcement vehicle classification describe in GSA bulletin FMR B-33, but DOI strives to acquire and use AFVs and alternative fuels in as many of its vehicles as possible. Most Bureaus do not have vehicles larger than the Class III (midsize) vehicle. DOI has no armored vehicles, but identifies cost for vehicle reinforcement and retrofitting to enable the vehicle to sustain in rough terrain.

(I) Impediments to optimal fleet management.

- (1) Please describe the obstacles your agency faces in optimizing its fleet.
- (2) Please describe the ways in which your agency finds it hard to make the fleet what it should be, operating at maximum efficiency.
- (3) If additional resources are needed, (such as to fund management information system implementation or upgrades, or to acquire ZEVs, or LGHG vehicles, or install alternative fuel infrastructure) have they been documented and requested? Do you have a copy of this documentation? (do not attach or furnish unless requested).
- (4) Describe what specific laws, Executive Orders, GSA’s government-wide regulations or internal agency regulations, budget issues, or organizational obstacles you feel constrain your ability to manage your fleet. Be specific and include examples. If you have a solution, describe it and indicate whether we can share the solution with other agencies as a potential best practice.

Interior has a decentralized fleet management program. Consolidating the fleet program into a central operation is a significant functional change to DOI’s business practices. The remote nature of DOI’s fieldwork mission poses challenges to fleet management. Many bureaus have seasonal missions, with the majority of work done during summer months and vehicle usages are determined by seasonal and climate changes making it difficult to maintain vehicle balances. Consequently, DOI will have more vehicles in the inventory on September 30 when the reporting for the annual report commences.

The Department is making progress meeting its reduction and efficiency fleet goals, but there are inherent challenges to accomplishing this objective. Challenges include the lack of resources, both personnel and financial, AF infrastructure limitations, and education regarding the available technologies. Agency budget constraints cause significant barriers to implementing emerging technologies, such as AF infrastructure and telematics, and the appropriations process makes it difficult for agencies to remain on the cutting edge of technological innovations. Another obstacle to “greening” DOI’s fleet is the limited availability of AFs due to a lack of fueling infrastructure and the availability of low-emission vehicles that meet the Department’s mission requirements.

Many of the Department’s remote locations preclude the consumption of large quantities of AFs because the fueling infrastructure is not present. Also, many departmental mission requirements, i.e., drivability through rugged terrain, extreme weather conditions, and unpaved roads, eliminate certain types of vehicles from consideration. Until the “market share” and demand for AFs increase from the public at-large, the demand for the commercial market to provide AFs will remain low. Many of the initiatives aimed at increasing vehicle efficiency focus on making improvements to agencies light-duty, or sedan, fleet. As stated prior, only 8 percent of the

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Department's fleet is comprised of this class of vehicle. Initiatives tailored to reduce the size/number of sedans in the federal fleet have little to no impact on the Department's fleet. Federal initiative aimed at increasing the efficiency of motor vehicle fleets must take into account the nature of fleet similar to DOI's, which are heavily populated with inherently less efficient vehicles, such as light and medium-duty trucks.

(J) Anomalies and possible errors.

- (1) Explain any real or apparent problems with agency data reported in FAST.
- (2) Discuss any data fields highlighted by FAST as possible errors that you chose to override rather than correct. Examples would be extremely high annual operating costs or an abnormal change in inventory that FAST considers outside the normal range, or erroneous data in prior years causing an apparent discrepancy in the current year.
- (3) Explain any unresolved flagged, highlighted, or unusual-appearing data within FAST.

Historical Exhibit 33's, reporting years 2005-2010, Bureau leased vehicle data was reported at the Department level. Since the FY10 report, Bureaus were required to report its GSA-leased vehicles. Consequently, historical data in FAST may not be accurate.

Each year, the reporting data improves and errors in reporting are held at a minimum. Even with improved reporting, historical reporting errors may linger in this report. Bureau reporting continues to improve with each report.

(K) Summary and contact information.

- (1) Who should be contacted with questions about this agency fleet plan? (Provide the name and contact information for the agency headquarters fleet manager and the person preparing this report if different)
- (2) Indicate whether the budget officer participated in the VAM and A-11 processes. (Provide the name and contact information for the budget office reviewing official).
- (3) Indicate whether the Chief Sustainability Officer participated in the VAM, vehicle planning, and vehicle approval processes. (Provide the name and contact information for the CSO reviewing official).

Each Bureau coordinates with their budget office to complete this reporting requirement. This preliminary forecast of DOI fleet budget projection is not the final submission. DOI will conduct further budget analysis for inclusion in DOI's final FY18 budget submission. The Chief Sustainability Office (CSO) provides strategic guidance, leadership, and direction for all aspects of DOI's fleet management program, VAM process, policy, planning, and approvals. The CSO directs Departmental program guidance for Interior's fleet management program through the Office of Acquisition and Property Management.

Willie Davis - [202-513-7541]

VAM/FAST Inventory Year-to-Year Comparison

Department of the Interior

This report compares the most recent VAM Summary provided by your agency against the actual inventory (for years available) and planned inventory numbers reported by your agency during the annual FAST data call. It is expected that these two data sets will follow each other over the life of the VAM as your agency works toward an optimal fleet. Significant differences between the two (greater than 20%) will be highlighted in yellow and should be addressed in your Fleet Management Plan and Budget Summary document to be submitted to GSA/OMB each year.

| | VAM Summary | | | | | | FAST Data Summary | | | | | |
|----------------------------|-------------------------|--------------------|--------|-------|--------|-------|-----------------------|--------------------|--------|-------|--------|-------|
| | Sedan | Other Passenger | Truck | Other | Total | % Mix | Sedan | Other Passenger | Truck | Other | Total | % Mix |
| | VAM 2011 Baseline Fleet | | | | | | 2011 Actual Inventory | | | | | |
| Conventional Fuel Vehicles | 1,519 | 6,182 | 18,008 | 457 | 26,166 | 79% | 1,319 | 5,075 | 18,520 | 439 | 25,353 | 75% |
| Alternative Fuel Vehicles | 1,121 | 2,927 | 2,644 | 82 | 6,774 | 21% | 1,635 | 3,623 | 2,923 | 111 | 8,292 | 25% |
| Exempted Vehicles | 0 | 0 | 0 | 0 | 0 | | | | | | | |
| Total | 2,640 | 9,109 | 20,652 | 539 | 32,940 | | 2,954 | 8,698 | 21,443 | 550 | 33,645 | |
| % Mix | 8% | 28% | 63% | 2% | | | 9% | 26% | 64% | 2% | | |
| | VAM 2012 Plan | | | | | | 2012 Actual Inventory | | | | | |
| Conventional Fuel Vehicles | 1,514 | 6,040 | 17,736 | 459 | 25,749 | 79% | 1,116 | 4,650 | 17,936 | 425 | 24,127 | 73% |
| Alternative Fuel Vehicles | 1,153 | 2,972 | 2,771 | 83 | 6,979 | 21% | 1,693 | 3,650 | 3,591 | 132 | 9,066 | 27% |
| Total | 2,667 | 9,012 | 20,507 | 542 | 32,728 | | 2,809 | 8,300 | 21,527 | 557 | 33,193 | |
| % Mix | 8% | 28% | 63% | 2% | | | 8% | 25% | 65% | 2% | | |
| | VAM 2013 Plan | | | | | | 2013 Actual Inventory | | | | | |
| Conventional Fuel Vehicles | 1,498 | 5,915 | 17,508 | 458 | 25,379 | 78% | 1,256 | 4,543 | 16,967 | 343 | 23,109 | 72% |
| Alternative Fuel Vehicles | 1,148 | 2,985 | 2,833 | 82 | 7,048 | 22% | 1,548 | 3,677 | 3,832 | 139 | 9,196 | 28% |
| Total | 2,646 | 8,900 | 20,341 | 540 | 32,427 | | 2,804 | 8,220 | 20,799 | 482 | 32,305 | |
| % Mix | 8% | 27% | 63% | 2% | | | 9% | 25% | 64% | 1% | | |
| | VAM 2014 Plan | | | | | | 2014 Actual Inventory | | | | | |
| Conventional Fuel Vehicles | 1,510 | 5,864 | 17,310 | 456 | 25,140 | 78% | 1,379 | 4,311 | 16,918 | 533 | 23,141 | 69% |
| Alternative Fuel Vehicles | 1,167 | 3,059 | 2,914 | 82 | 7,222 | 22% | 1,471 | 4,213 | 4,526 | 144 | 10,354 | 31% |
| Total | 2,677 | 8,923 | 20,224 | 538 | 32,362 | | 2,850 | 8,524 | 21,444 | 677 | 33,495 | |
| % Mix | 8% | 28% | 62% | 2% | | | 9% | 25% | 64% | 2% | | |
| | VAM 2015 Plan | | | | | | 2015 Actual Inventory | | | | | |
| Conventional Fuel Vehicles | 1,483 | 5,822 | 17,145 | 454 | 24,904 | 77% | 1,239 | 4,147 | 16,446 | 532 | 22,364 | 67% |
| Alternative Fuel Vehicles | 1,194 | 3,156 | 3,029 | 82 | 7,461 | 23% | 1,710 | 4,163 | 4,809 | 143 | 10,825 | 33% |
| Total | 2,677 | 8,978 | 20,174 | 536 | 32,365 | | 2,949 | 8,310 | 21,255 | 675 | 33,189 | |
| % Mix | 8% | 28% | 62% | 2% | | | 9% | 25% | 64% | 2% | | |
| | VAM Optimal Fleet | | | | | | 2015 Actual Inventory | | | | | |
| Conventional Fuel Vehicles | 1,417 | 5,767 | 16,989 | 452 | 24,625 | 79% | 1,239 | 4,147 | 16,446 | 532 | 22,364 | 67% |
| Alternative Fuel Vehicles | 1,087 | 2,826 | 2,637 | 81 | 6,631 | 21% | 1,710 | 4,163 | 4,809 | 143 | 10,825 | 33% |
| Total | 2,504 | 8,593 | 19,626 | 533 | 31,256 | | 2,949 | 8,310 | 21,255 | 675 | 33,189 | |
| % Mix | 8% | 27% | 63% | 2% | | | 9% | 25% | 64% | 2% | | |

U.S. Department of the Interior
Multimodal Access Plan
June 30, 2016

Introduction

Executive Order (E.O.) 13693, *Planning for Federal Sustainability in the Next Decade*, Section 7(f), requires federal agencies to consider the development of policies to promote sustainable commuting and work-related travel practices for federal employees. Examples include strategies such as workplace electric vehicle charging, bicycling and other forms of active commuting, increased telecommuting and teleconferencing, and incentivizing carpooling and the use of public transportation, where consistent with agency authority, federal appropriations, and other laws.

This Multimodal Access Plan (MAP) outlines the Department of the Interior’s (Department) status, challenges, lessons learned, and planned actions in the following program areas:

- I. Workplace Electric Vehicle Charging
- II. Bicycling and Other Forms of Active Commuting
- III. Telecommuting and Teleconferencing
- IV. Carpooling and Use of Public Transportation

I. Workplace Electric Vehicle Charging

Status

The Department is currently researching the need for employee charging stations at select locations, determining the feasibility of installing electric charging stations where there is a demand, and looking into the charging options available from the level one unmetered plugs, to the “quick charging” capabilities of the level three chargers.¹ The diversity and complexities of bureau missions and remote facility locations are considerations in determining the feasibility of installing charging stations. The Department is also investigating the facility infrastructure and resources necessary to support this program. Once the Department determines the need, feasibility, options, and potential resource requirements of implementing a workplace charging program, a holistic departmental program can be defined.

¹ Level 1 charging stations provide charging through a 120 volt AC plug.
Level 2 charging stations provide charging through 240 volt or 208 volt AC electrical circuits.
Level 3, or DC fast charging, stations enable rapid charging along heavy traffic corridors.
Additional details available at: http://www.afdc.energy.gov/fuels/electricity_infrastructure.html.

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However, in anticipation of the workplace charging program, some bureaus are attempting to secure funding to develop infrastructure, research the cost allocation for employees, and develop plans to pilot the implementation and installation of electric charging stations for its employees. For example, through the Department of Energy's (DOE) Clean Cities Partnership, the National Park Service (NPS) funds park-level proposals for electric vehicle supply equipment. The NPS Director's Policy Memo released in 2014 addresses how employees and visitors can pay for charging their cars in national parks.

Challenges

The Council on Environmental Quality (CEQ) will be issuing guidance in the spring or summer of 2016 for unmetered, level one charging for federal employees and authorized users, and plans to issue subsequent guidance for metered level one, level two, and direct current (DC) fast charging stations. The Department will incorporate this guidance into its electric vehicle charging plans, as applicable, when it is issued.

Additionally, the diversity and remote locations of many departmental sites and facilities present a challenge to create a workplace charging program suitable for all employees.

Planned Actions

Based on the demand, options, and potential resource requirements currently being determined, the Department will use the CEQ guidance, information from the DOE Clean Cities Partnership, and information from any pilots conducted to determine the best implementation strategy for the Department.

The Department will then develop over-arching policy for departmental implementation and assist with developing innovative funding mechanisms for projects. The Department will also initiate public and private partnerships to facilitate the construction of electric vehicle infrastructure, and provide guidance to the bureaus for project planning, initiation, and implementation.

In order to determine the need, feasibility, options, and potential resource requirements of implementing a workplace charging program, the Department plans to conduct internal surveys. The Department currently uses the General Services Administration (GSA) Employee Commuter Survey for determining commuter greenhouse gas emissions and will explore the possibility of using the tool to assess the demand for electric vehicle charging nationwide. When the scope and level of need are established, the Department will develop a detailed strategic plan to create the electric vehicle charging station infrastructure. The bureau fleet managers, under the guidance of the Department's Fleet Manager, will develop the departmental guidelines and procedures to draft the strategic plan. The Department's Fleet Manager will also be responsible for project oversight, reporting, and information sharing.

Bureau fleet managers are responsible for coordinating with their regional and local fleet managers to identify the best locations to build the infrastructure in locations that are most beneficial to the employees.

The Department will provide employee training on using electric vehicle charging technology, including information on charging vehicles, payment, and the proper etiquette necessary to share the infrastructure with all employees. The Department will also work with the vendor and facility managers to install the proper informational signage to ensure the operation of the electric station runs smoothly. In order to emphasize how electric car use benefits employees and the environment, the Department will provide

Appendix 2

educational materials detailing the benefits, including any federal, state and local tax incentives available. The Department will continually assess the merits of providing electric charging stations for employees and make necessary improvements accordingly.

Lessons Learned

Lessons learned will be captured in the NPS DOE Clean Cities Partnership project and any pilots the Department conducts. The information will be used to develop strategies and continuous improvement efforts.

II. Bicycling and Other Forms of Active Commuting

Status

The Department has a policy establishing guidelines and procedures for its Bicycle Subsidy Benefit Program (Program). The purpose of the Program is to meet the mandate of Executive Orders that call for reducing vehicular traffic congestion and air pollution in areas of the country where the Department has a large contingent of employees. The Program also promotes health and wellness by encouraging employees to use non-motorized bicycles as their primary means of commuting to and from work. Since March 2014, the Department has offered the Qualified Transportation Fringe Benefit to employees who bike to work. Over the course of two years, the program has grown to 324 participants nationwide. The Department also participates in the annual Federal Bike Challenge and has consistently led federal agencies in the number of miles bicycled during the Challenge.

In the National Capital Region, the Department provides free Capital Bikeshare memberships, safety training, and information on the health benefits of bicycling. The Main Interior Building has ten complimentary showers and changing rooms with day time lockers for cyclists and runners. Outreach efforts within the National Capital Region include participation in annual Earth Day events in Rawlings Park and an annual Safety, Health, and Environmental Fair in the Main and South Interior Buildings.

Within the NPS, several parks are implementing bike-share programs while others are hosting car-free events.

Challenges

Formal guidance from the U.S. Department of Transportation on Implementing a Successful Bicycle and Active Commuting Program is forthcoming and will provide additional information to support establishment of a Bicycling and Active Commuter Program.

Planned Actions

Upon release of the guidance on Implementing a Successful Bicycle and Active Commuting Program, the Department will determine whether further policy, guidance, or programs are appropriate. The Department will also explore the possibility of using the Employee Commuter Survey provided by the GSA to assess the demand for bicycle and other active commuter needs nationwide.

Appendix 2

The NPS Park Facility Management Division is sponsoring an effort called “People Powered Parks” to support bicycling and walking as active transportation to and within National Parks. This initiative will be implemented over 2 years:

- Phase 1 (2016): Research and support “Car-free” or “Open Streets” events in National Parks, and
- Phase 2 (2017): Develop a guidebook for active transportation and recreation in National Parks.

Lessons Learned

Department leadership determined that requiring permits for bicycle parking was an obstacle for occasional or impromptu bicycle commuters. Therefore, the parking permit requirement was withdrawn, and a permit is not required for bicycle parking at the Main Interior Building.

Department employees report that if secure bike lockers and shower facilities were available at locations across the country, more of them would bicycle to work.

III. Telecommuting and Teleconferencing

Status

The Department set a FY 2016 goal that 14.6% of all employees would telework at least once during the fiscal year. Of the 69.13% of Department employees that were eligible for telework in FY 2015, 29.4%, teleworked at least once during the fiscal year. This is equal to 20.3% of all employees teleworking, exceeding the FY 2015 goal of 13.7%. Statistics are also tracked at the bureau and office level. Each bureau and office has a telework coordinator to assist employees and supervisors with meeting the Department’s telework goals.

The Department has taken several steps to expand its remote access and online collaboration capabilities, including:

- Gauging employee interest in increased availability of telecommuting and teleconferencing through existing efforts to expand secure virtual private network (VPN) connectivity with bureaus and offices,
- Expanding the use of desktop video conferencing systems such as Google Hangouts, Webex, GoToMeeting and similar technologies, and
- Ensuring that the departmental Wide Area Network’s Multicast environment supports the H.323 Video Transport Protocol Standard for video teleconferencing systems, where applicable, to increase interoperability between all systems regardless of manufacturer.

In addition, departmental travel policy requires that travelers consider less expensive alternatives to travel, such as teleconferencing, web conferencing, or video conferencing.

On April 1, 2016, the Fish and Wildlife Service switched to Vidyo, a video teleconferencing platform. It provides encrypted and secure communications that allows users to connect from a mobile device or desktop and collaborate with external parties.

Appendix 2

The Department tracks the total number of remote access sessions on a monthly basis, which provides an overview of the effectiveness and scope of telecommuting within the Department. In April 2016, there were 286,027 connections to the Department's remote access system.

Efforts to promote telecommuting within the Department include providing outreach emphasizing the reduced costs of commuting, environmental benefits, and time savings, as well as promoting improved work-life balance and supporting workplace mobility.

Challenges

Issues related to communication, coordination and configurations at the bureau and office level are impediments to implementing a consistent telecommuting and teleconferencing strategy.

Planned Actions

Planned and ongoing initiatives to implement the Department's telecommuting and teleconferencing strategy include establishing a leadership team to drive efforts and outreach, completing Pulse Secure VPN transition with bureaus and offices, re-validating Department video conferencing systems use and capabilities, and conducting the bi-annual workforce survey to gauge employee interest and needs with respect to telecommuting and teleconferencing. The Department will continue to track and monitor daily VPN usage reports and the number of Webex, GoToMeetings, and Google Hangouts sessions, as well as promote these tools to reduce work-related travel.

The Department will also explore the possibility of using the Employee Commuter Survey provided by the GSA to assess the demand for telecommuting nationwide.

Lessons Learned

Establishing coordinated metric targets for telework by bureau and office could assist in expanding the program.

IV. Carpooling and Use of Public Transportation

Status

All Department employees who incur qualifying transportation expenses and are not receiving federally subsidized workplace parking benefits from the Department or any other federal agency, are eligible to participate in the Transportation Subsidy Program that includes multiple modes of transportation that meet certain conditions. Bureaus and offices have their own inter-agency agreements for the Transportation Subsidy Program with the Department of Transportation. Approximately 4,600 Department employees nationwide participated in the Transit Subsidy Program during 2014, the last year for which data are available.

The Department allocates parking in the Main and South Interior Buildings for carpools with at least four members (driver and riders). Carpools with less than four members are considered for parking only after all other qualified requests are accommodated and may lose their parking space to larger carpools or other priority parking. Various bureau and office locations also have ridesharing bulletin boards.

Challenges

Appendix 2

With bureaus and offices automating systems over the last year and becoming even more independent, implementing a consistent, nationwide, Department transportation strategy is increasingly challenging.

Planned Actions

The Department will explore the possibility of using the Employee Commuter Survey provided by the GSA to assess the demand for carpooling and public transportation nationwide.

Lessons Learned

Employees put a high value on receiving their transit subsidy, and it serves as a strong incentive to take public transportation instead of commuting alone in a car.

Survey on Agency Climate Adaptation Plans

AGENCY: Department of the Interior

POINT OF CONTACT (Jonathan Steele, 202-208-4839, jonathan_steele@ios.doi.gov):

INSTRUCTIONS: To supplement your agency’s 2016 Strategic Sustainability Performance Plan (SSPP) response for Goal 10: Climate Change Resilience, please complete the following survey. Please indicate how your agency has addressed each question in its current Agency Climate Adaptation Plan. If a question is fully addressed, please provide a page reference. If a question is not or is only partially addressed in your plan, please provide a succinct narrative response to the question using the following *Agency Narrative Response Template*.

| Element | # | Questions: Has your agency... | Yes/No/Partial | Plan Page Reference |
|--|----|---|----------------|--------------------------|
| Risks and Vulnerabilities | Q1 | Comprehensively assessed and reexamined, as appropriate, the climate change-related impacts on and risks to the agency’s ability to accomplish its missions, operations, and programs? | Yes | 4-10, 30-39 |
| Mission and External Programs | Q1 | Identified opportunities to support or encourage smarter, more climate-resilient investment through grants, loans or other financial incentives? | Yes | 29-30, 44-46 (See below) |
| | Q2 | Identified opportunities to support or encourage smarter, more climate-resilient investment through program planning requirements? | Yes | 40-41 |
| | Q3 | Identified barriers, prioritized and established timelines for implementing those opportunities? | Yes | 41-44 |
| Agency Internal Policies | Q1 | Identified the internal agency policies that require updating to manage climate risks and build resilience in the short and long term? | Yes | 4, 14-15, 16-19, 26 |
| | Q2 | Identified the component/office responsible for updating those policies, the level of maturity of the effort (e.g., “initiated” or “ongoing”), and key milestones or timelines for implementation? | Yes | 26-30 |
| | Q3 | Successfully revised policies? | Yes | 16-19 (See below) |
| Agency Facilities and Infrastructure | Q1 | Identified which facilities and infrastructure may be impacted by climate change? | Partial | (See below) |
| | Q2 | Identified the components/offices responsible for addressing those risks, developed a strategy for addressing facilities and infrastructure that are at-risk, and identified barriers and timelines for implementation? | Yes | (See below) |
| Data, Information and Tools | Q1 | [For Agencies that Develop Climate-Related Data] Established clear goals and timelines to develop and share the latest data, information and tools across Federal agencies at the national, regional, and local levels? | Yes | (See below) |
| | Q2 | Establish clear goals and timelines to integrate the latest data, information and tools into Federal programs, policies, and operations? | Yes | (See below) |
| Climate Literacy, Training and Technical Assistance | Q1 | Conducted an assessment of climate literacy, training and technical assistance needs of agency staff and key mission-critical external partners? | Yes | (See below) |
| | Q2 | Established clear goals and timelines for implementing climate literacy, training and technical assistance programs for key partners (internal and external)? | Yes | (See below) |
| Supply Chain | Q1 | Identified climate change-related risks to critical supply chains? | Partial | (See below) |
| | Q2 | Identified and implemented actions to manage supply chain risks? | Partial | (See below) |

Agency Narrative Response Template

INSTRUCTIONS: Please complete one template for each Element that is not or is only partially addressed in your current Agency Climate Adaptation Plan. Agencies may provide one template for multiple questions for each element. This template is intended to facilitate progress review discussions; they are not intended to be a comprehensive response. Please be succinct, and limit responses to one page per element.

| | | | |
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| Element: | Mission and External Programs | | |
| Question(s) under this Element that are not or only partially addressed: | <input checked="" type="checkbox"/> Q1 | <input type="checkbox"/> Q2 | <input type="checkbox"/> Q3 |
| Action or Target Outcome: Identify opportunities to support or encourage smarter, more climate-resilient investment through grants, loans or other financial incentives? | | | |
| <p>The Department of the Interior undertook numerous actions to support or encourage smarter, more climate-resilient investment through grants, loans or other financial incentives. As described in the Department’s 2014 Climate Change Adaptation Plan, the Department included external programs as an action under the Department’s Climate Adaptation Priority Goal, which sets bureau targets for specific activities. The following are examples of the Department’s efforts to deliver climate-resilient investments through external programs and activities, beyond the programs and activities described in the Department’s 2014 Climate Change Adaptation Plan.</p> <p>U.S. Fish and Wildlife Service (FWS) Wildlife and Sport Fish Restoration Program (WSFR) – FWS will work with partners to review and update the current program regulations for the Pittman-Robertson Wildlife Restoration Program and the Dingell-Johnson Sport Fish Restoration Program (50 CFR 80) to incorporate an option for States to notify WSFR if: (1) a proposed project will address climate resilience or adaptation in grant applications, and, if applicable, (2) a completed project addressed climate resilience or adaptation in the State's final performance reports.</p> <p>Office of Insular Affairs (OIA) Grant Programs – OIA will modify relevant grant programs to ensure that climate change is a priority or taken into account in the awarding of funds. It will work with DOI Landscape Conservation Cooperatives and Climate Science Centers in the Pacific and Caribbean, and with other federal agencies to improve federal coordination on climate change initiatives in the insular areas, including support to insular area governments on the development and/or implementation of vulnerability assessments or climate change adaptation plans.</p> <p>Office of Wildland Fire (OWF) Resilient Landscapes Activities – Through Resilient Landscapes activities, OWF awards funds to partnerships to conduct activities that improve the integrity and resilience of forests and rangelands to wildfire, including areas outside the wildland-urban interface. The activities are coordinated with and supported by the resource management programs of the four Interior fire bureaus to ensure their effectiveness in addressing each bureau’s unique needs and priorities, and the partnerships are supported by matched funding from bureaus, and shared funding/in-kind services from tribes, partners or stakeholders.</p> <p>Bureau of Reclamation Drought Response Program – In 2015, Reclamation established a new Drought Response Program that awarded funds to several projects building drought resilience in the Western United States through contingency planning and other resilience projects. Contingency plans developed under the program consider climate change in assessing drought risks and developing appropriate mitigation actions.</p> <p>Bureau of Indian Affairs Tribal Climate Resilience Program (TCR) – TCR awards support tribal governments and trust land managers with training, data, tools, and access to technical experts in order to understand vulnerabilities of communities to landscape level change and identify risk management</p> | | | |

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| strategies. TCR coordinates with other federal, tribal, and state partners to invest in the information and tools to support managers, thereby enabling tribal and trust managers to implement strategies for resilient communities and to encourage cooperative solutions. | |
| The Department will continue to work with bureaus and partners to identify additional opportunities to incorporate climate change considerations into external programs. | |
| Level of Maturity/Status: | Ongoing/In Progress |
| Major Milestones and Timeline: | |
| The Department is making significant progress toward achieving the objectives of this element and no additional major milestones are planned at this time. Additional bureau-level milestones and timelines can be found under strategy five of the Department’s Climate Change Adaptation Priority Goal. | |
| Responsible Component/Office/Individual: | |
| Office of Policy Analysis, Joel Clement (Office Director) and Jonathan Steele (Climate Change Coordinator) | |
| Challenges or Barriers to Implementation: | |
| The Department is not experiencing any significant challenges or barriers related to this element. | |

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| Element: | Agency Internal Policies | | |
| Question(s) under this Element that are not or only partially addressed: | <input type="checkbox"/> Q1 | <input type="checkbox"/> Q2 | <input checked="" type="checkbox"/> Q3 |
| Action or Target Outcome: Revise DOI internal agency policies to address climate risks and build resilience in the short and long term | | | |
| <p>The Department of the Interior made significant progress toward updating its internal policies to address climate risks and build resilience. In 2012, the Department issued its Climate Change Adaptation Policy (523 DM 1), which provides guidance to bureaus and offices for addressing climate change impacts upon the Department’s mission, programs, operations, and personnel. The policy assigns specific responsibilities to the Department’s leadership for key aspects of climate change adaptation implementation.</p> <p>The Department is currently reviewing bureau implementation of the policy, which it expects to complete by September 2016. The review will assess successes, gaps and needs to further advance the Department’s climate change adaptation efforts. The review will also help identify opportunities for the Department’s leadership during the next Administration.</p> <p>While the Department’s policy applies to all bureaus, several bureaus issued climate change adaptation policies and strategies that provide additional guidance for their agencies. Examples of bureau level policies and strategies include:</p> <ul style="list-style-type: none"> • Bureau of Indian Affairs Climate Change Adaptation Plan (2013) • Bureau of Reclamation Climate Change Adaptation Policy (2015) • National Park Service Climate Change Response Strategy (2010) • U.S. Fish and Wildlife Service Climate Change Adaptation Policy (2015) <p>The Department issued additional policy guidance to provide direction to the bureaus for priority climate adaptation actions. Recent guidance addresses: (1) climate change impacts to human health and safety, (2) climate change training and education planning, and (3) natural hazards and climate change risks for real property assets.</p> <p>The Department is also implementing several important interagency plans, including the National Action Plan: Priorities for Managing Freshwater Resources in a Changing Climate (2011); the National</p> | | | |

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| Fish, Wildlife and Plants Climate Adaptation Strategy (2013); and the National Ocean Policy Implementation Plan (2013). | |
| The Department will work with bureaus and offices to identify and address additional policy and guidance needs. | |
| Level of Maturity/Status: | Ongoing/In Progress |
| Major Milestones and Timeline: | |
| Complete Departmental Climate Change Adaptation Policy implementation review, including identifying additional climate change adaptation policy needs (September 2016). | |
| Responsible Component/Office/Individual: | |
| Office of Policy Analysis, Joel Clement (Office Director) and Jonathan Steele (Climate Change Coordinator) | |
| Challenges or Barriers to Implementation: | |
| The Department is not experiencing any significant challenges or barriers related to this element. | |

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| Element: | Agency Facilities and Infrastructure | | |
| Question(s) under this Element that are not or only partially addressed: | <input checked="" type="checkbox"/> Q1 | <input checked="" type="checkbox"/> Q2 | <input type="checkbox"/> Q3 |
| Action or Target Outcome: Incorporate Climate Change Adaptation Considerations into facilities and infrastructure management | | | |
| <p>The Department has activities underway to assess natural hazards and climate change risks for its real property assets, including facilities and infrastructure, and to incorporate climate change considerations into decision making processes for real asset maintenance and construction. Facility and infrastructure resilience is a strategy in the Department’s Climate Change Adaptation Priority Goal, which requires bureaus to set targets and report on progress toward meeting those targets. In 2015, the Department issued policy guidance for <i>Addressing Natural Hazards and Climate Change Risks for Real Property Assets</i>. The policy guidance provides additional direction for bureaus and offices to integrate natural hazards and climate change risk management into the planning, design, construction and management of real property assets and related personal property.</p> <p>In 2016, the Department will continue implementation of the new Federal Flood Risk Management Standard (FFRMS) as required by Executive Order 13690. The Department convened an implementation work team in 2015, which is assessing bureau programs, policies and activities that will require updates consistent with the new FFRMS. As of May 2016, the Department identified over 50 items which will require updates. The Department is also working to update its Floodplain Management and Wetlands Protection Policy (520 DM 1) to reflect the new FFRMS and provide additional direction to bureaus and offices.</p> <p>Examples of additional bureau efforts underway include the following.</p> <p>Bureau of Reclamation – Reclamation is taking steps to incorporate climate change information into decisions about infrastructure repair, replacement and renovation investments. Beginning in FY 2015, Reclamation initiated changes to the criteria used to prioritize these types of infrastructure investments to include the consideration of climate change information. The development of revised criteria will support a new decision-making framework, where climate change adaptation information (e.g., historical climate trends, long-term projected climate change, and associated water resources management impacts) is synthesized and factored into prioritization of infrastructure repair, replacement, and renovations.</p> <p>National Park Service – In partnership with the Center for the Study of Developed Shorelines at</p> | | | |

Western Carolina University, the NPS assessed the vulnerability of assets (facilities) in 40 coastal park units to 1 meter of sea level rise and storm events. Efforts to complete an analysis of the remaining SLR vulnerable parks are underway. NPS Policy Memo PM 15-01, *Addressing Climate Change and Natural Hazards for Facilities*, provides guidance to consider impacts of climate change and natural hazards on the design of park facilities. The accompanying Handbook assists park staff in siting and designing facilities that are responsive to existing and projected climate change effects, as well as other natural hazards. The Handbook includes a (mandatory) checklist to identify baseline information, and potential risks associated with climate change and other natural hazards, including a detailed assessment for coastal storm surge in the context of sea level rise.

U.S. Fish and Wildlife Service – FWS is working with the National Park Service and the Federal Highway Administration to employ a transportation-focused vulnerability assessment tool. The tool is used to identify anticipated impacts of climate change on transportation infrastructure. FWS is also incorporating climate change considerations into building assessment processes, including impacts from flooding, wildfire and severe weather activities. FWS is taking immediate and long-term actions to modify and manage infrastructure to accommodate the potential impacts of climate change. In the near term, FWS is building to more stringent codes and regulations to ensure facilities guard against physical impacts of climate change (e.g., risk of flooding to facilities near flood plains).

While the Department has made significant progress toward assessing the climate change risks and vulnerabilities of its real property assets; more work is needed given to the vast amount of buildings and infrastructure managed by the Department. However, these investments pay off. After Hurricane Sandy, the NPS found that assets in good condition fared better in the storm than assets in poor condition. Funding deferred maintenance activities is therefore an essential strategy to mitigate climate change impacts and ensure mission delivery. The Department views this work as a long-term iterative process, which will require adjustments as new climate information becomes available.

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| Level of Maturity/Status: | Ongoing/In Progress |
| Major Milestones and Timeline: | |
| The Department is making significant progress toward achieving the objectives of this element and no additional major milestones are planned at this time. Additional bureau-level milestones and timelines can be found under strategy four of the Department’s Climate Change Adaptation Priority Goal. | |
| Responsible Component/Office/Individual: | |
| Office of Policy Analysis, Joel Clement (Office Director) and Jonathan Steele (Climate Change Coordinator) | |
| Challenges or Barriers to Implementation: | |
| Interior has a large number of assets impacted by climate change risks and vulnerabilities, in addition to having significant deferred maintenance needs. Given this, building new resilient facilities and infrastructure and retrofitting existing facilities and infrastructure will be a long term effort. | |

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| Element: | Data, Information and Tools |
| Question(s) under this Element that are not or only partially addressed: | <input checked="" type="checkbox"/> Q1 <input checked="" type="checkbox"/> Q2 <input type="checkbox"/> Q3 |
| Action or Target Outcome: Establish processes for sharing climate change data, information and tools | |
| The USGS developed a number of resources on specific aspects of climate change and its effects. For example, the USGS partnered with the Bureau of Reclamation and with other Federal agencies on the Open Water Data Initiative, increasing accessibility and usability of existing Federal datasets critical to managing water resources through changing hydrologic regimes. The USGS also partnered with the Bureau of Land Management and the U.S. Department of Agriculture’s U.S. Forest Service and Natural Resources Conservation Service to develop a geospatial framework for rangeland fire, which | |

supports interagency efforts to jointly manage wildfire and to incorporate climate change into existing wildfire management strategies. In addition, building on the USGS free and open data policy for the Landsat satellites, the USGS and partners developed remote-sensing-based interpretive products important to adaptive management, including weekly satellite-based measurements of evapotranspiration and status of vegetation (including crop health); multi-decadal analyses of western wildfire histories and of global forest change; and upcoming Landsat science products such as surfacewater extent, new measures of wildfire burned area extent, and permafrost extent.

The USGS also developed more general tools. For example, the USGS tailored ScienceBase to support inter-agency coordination of scientific work and in particular to ensure that regional efforts are well linked. In addition, the USGS GeoData Portal enables users to access very large climate and ecological data sets more easily, enabling larger numbers of users to benefit from these assets, reduce overall data storage needs, and share tools and solutions.

The Department is an active partner in the development and implementation of the Administration's Climate Data Initiative (CDI) and Climate Resilience Toolkit (CRT). The Department had a lead role in developing four CDI and CRT themes: Ecosystem Vulnerability, Water, Tribal Nations, and Arctic. As of May 2016, the CDI and CRT themes contained a number of datasets, tools and case studies, including the following resources from DOI.

Ecosystem Vulnerability

- 141 Datasets in the CDI, including 58 from USGS and one from BLM
- 66 Tools and 28 Case Studies in the CRT

Water

- 123 Datasets in the CDI, including 46 from USGS
- 51 Tools and 34 Case Studies in the CRT

Tribal Nations

- 71 Tools and 21 Case Studies in the CRT

Arctic

- 250 Datasets in the CDI, including 41 from LCCs, 27 from USGS and two from FWS
- 34 Tools and 11 Case Studies in the CRT

The Department's Landscape Conservation Cooperatives (LCC) and Climate Science Centers (CSC) also provide data and tools to the public and stakeholders. The need for a mechanism to exchange data among the scientific, resource management, and conservation communities is at the core of the mission of both the LCC and CSC Networks. From the onset, the CSC network recognized the importance of data management through the research life cycle and of ensuring full public access. Requirements for data management planning and implementation, and full and open data sharing were incorporated in the program's initial design and apply to all funded work. Each CSC has a data steward who works with funded researchers to assist with the development of data management plans and to fulfill data sharing and access requirements. All information (data, publications, models) is managed centrally in the USGS ScienceBase catalog and made publicly available. In addition, nationally significant datasets are listed in the Climate Resilience Toolkit/Climate.Data.Gov.

The relationship between data, resource managers, and the conservation communities is one that the LCC Network seeks to strengthen and make more efficient. The 2015 LCC Network Conservation Science Plan identifies the key informatics needs of the LCC Network and the steps to address them. Specifically, the Plan establishes objectives, action items, deliverables, and project timeframes for

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| <p>achieving deliverables. The LCCs share climate change information through the CRT. The LCCs also make their data, information, and tools available to Federal agencies and others via the LCC Network Project Catalog, their individual LCC websites, and the USGS ScienceBase Catalog. Additionally, the LCC Integrated Data Management Network spent two years developing a framework for data management which identifies priorities for integrated data management and lays out a set of tools for use by the LCCs. The LCCs are implementing core components of the IDMN framework.</p> | |
| Level of Maturity/Status: | Ongoing/In Progress |
| Major Milestones and Timeline: | |
| <p>The Department is making significant progress toward achieving the objectives of this element and plans no additional major milestones at this time. The Department will continue to identify opportunities to provide usable access to data, information, and tools to stakeholders and the public through the CDI, CRT, and other platforms.</p> | |
| Responsible Component/Office/Individual: | |
| <p>Office of Policy Analysis, Joel Clement (Office Director) and Jonathan Steele (Climate Change Coordinator)</p> | |
| Challenges or Barriers to Implementation: | |
| <p>The Department is not experiencing any significant challenges or barriers related to this element</p> | |

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| Element: | Climate Literacy, Training and Technical Assistance | | |
| Question(s) under this Element that are not or only partially addressed: | <input checked="" type="checkbox"/> Q1 | <input checked="" type="checkbox"/> Q2 | <input type="checkbox"/> Q3 |
| Action or Target Outcome: Build a climate literate and capable workforce | | | |
| <p>The Department is taking action to improve climate literacy and capabilities within its workforce. The Department's 2014 Climate Change Adaptation Plan identified the need to improve employee climate literacy as a priority for the Department's efforts to build its climate resilience. In 2016, the Department issued climate change training guidance to bureaus and offices in an effort to develop a more complete and coordinated Departmental approach moving forward. This guidance encourages bureaus to conduct climate change training planning, including conducting climate change training needs assessments and developing climate change training strategies. Bureau climate change training assessments will address climate change literacy and capabilities needed to support bureau missions and occupations requiring more technical climate change training. The guidance also establishes a Climate Training Subgroup of the Department's Climate Change Working Group. The Subgroup will be responsible for overseeing implementation of climate change training needs assessments and coordinating implementation of climate change training and education strategies and activities.</p> <p>The Department's bureaus currently conduct a number of climate change training courses and activities, many of which are available to external partners and stakeholders. The U.S. Fish and Wildlife Service and the National Park Service each developed basic climate change training courses. Bureaus also conduct a number of climate change training courses on several technical climate change topics, including courses on climate change vulnerability assessments, scenario planning, and decision analysis.</p> <p>The Administration's <i>Priority Agenda for Enhancing the Climate Literacy of America's Natural Resources</i> included an action for federal natural resource management agencies to develop an interagency framework to increase workforce climate literacy and capabilities. The Department led development of the interagency framework, which describes common climate training and education goals and objectives, efforts to provide climate training for senior leaders, and opportunities to work with external partners and stakeholders on climate training.</p> | | | |

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| The framework recommends that agencies: | |
| <ul style="list-style-type: none"> • Conduct climate training and education needs assessments; • Establish clear goals and objectives for climate training and education; • Integrate climate training needs into existing training curricula; and • Increase coordination and collaborative training efforts. | |
| The Department continues to work with federal partners to implement the framework. | |
| Level of Maturity/Status: | Ongoing/In Progress |
| Major Milestones and Timeline: | |
| Initial bureau climate change training needs assessments and strategies are due to the Department by July 29, 2016. | |
| Responsible Component/Office/Individual: | |
| Office of Policy Analysis, Joel Clement (Office Director) and Jonathan Steele (Climate Change Coordinator) | |
| Challenges or Barriers to Implementation: | |
| The Department is not experiencing any significant challenges or barriers related to this element. | |

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| Element: | Supply Chain |
| Question(s) under this Element that are not or only partially addressed: | <input checked="" type="checkbox"/> Q1 <input checked="" type="checkbox"/> Q2 <input type="checkbox"/> Q3 |
| Action or Target Outcome: Evaluate supply chain climate change risks and develop plans to manage those risks | |
| <p>The Department of the Interior is taking steps to assess and manage the climate change risks to its critical supply chain. The Department has efforts underway to assess climate risks on its critical demands, including supply chain, and to quantify the costs of those risks, consistent with section 13 of Executive Order 13693.</p> <p>The Department's bureaus have a number of efforts underway to assess climate change risks and vulnerabilities. To a significant extent, many of these efforts will assess climate change risks to aspects of their critical supply chains. For example, the National Park Service (NPS) assessed the impacts of sea-level rise on NPS coastal infrastructure, which include critical components of the NPS supply chain. The Bureau of Reclamation completed several Basin Studies and continues work on additional Basin Studies, which assess climate change risks for water resources in major U.S. basins in the Western U.S. Water availability is a critical component of the Department's supply chain, which is key to carrying out its water management responsibilities.</p> <p>In FY 2016, the Department worked with a contractor to assess climate change risks on critical mission elements for the Department's facilities and operations in the Southeast United States, which includes NPS and U.S. Fish and Wildlife Service (FWS) management units. The study focused on several aspects of NPS and FWS mission areas, including recreation, invasive species management, facilities and infrastructure management and wildland fire management. The study identifies climate threats to these mission areas and attempts to quantify climate risks using information from existing studies and EPA's Climate Change Impacts and Risks Analysis project. A primary objective of this study is to develop a framework that can be modified to include additional considerations of critical demands, including supply chain elements, and be applied to additional U.S. regions and Departmental mission areas.</p> <p>The Department recognizes that more work and internal coordination is necessary to develop a more complete understanding of the climate risk to its supply chain. The Department is working with the</p> | |

General Services Administration (GSA) to pilot a framework for assessing climate change risks to federal supply chains. The Department is currently conducting the pilot GSA assessment and will provide recommendations to GSA for improvements. The Department will continue to work with GSA and federal partners through FY 2016 and FY 2017 to develop and complete the supply chain assessment.

The Department also supports the recommendations of the Government Accountability Office’s study, *FEDERAL SUPPLY CHAINS: Opportunities to Improve the Management of Climate-Related Risks* (October 2015). GAO recommended improved federal coordination for assessing and managing climate change risks to federal supply chains.

The Department will continue to develop approaches for managing climate change risks to its supply chain as a better understanding those risks is developed. The Department expects to advance its approach for managing supply chain risks in FY 2017 and FY 2018. Where supply chain risk overlaps with direct risk to agency missions, much of this planning is well underway.

| | |
|--|---------------------------|
| Level of Maturity/Status: | Recently Initiated |
| Major Milestones and Timeline: | |
| Work with GSA to develop and complete framework for assessing climate change risks to supply chain (FY 2016, FY 2017). Develop plan for managing identified climate change risks to supply chain (FY 2017, FY 2018). | |
| Responsible Component/Office/Individual: | |
| Office of Policy Analysis, Joel Clement (Office Director) and Jonathan Steele (Climate Change Coordinator) | |
| Challenges or Barriers to Implementation: | |
| These assessments present complicated and challenging issues for many federal agencies, including Interior. The Department’s supply chain consists of many services for which climate change impacts and risks are not fully understood. Like many other federal agencies, the primary focus of the Department’s climate change adaptation and resilience efforts is to assess climate change risks that pose a direct threat to the ability of the Department to complete its mission. The Department expects its work to assess and manage climate change risks to supply chain to be a longer-term and interagency process. | |

Appendix 4 – List of Abbreviations and Acronyms

| <u>Abbreviation or Acronym</u> | <u>Full Name</u> |
|--------------------------------|--|
| AF | Alternative Fuel |
| AFFECT | Assisting Federal Facilities with Energy Conservation Technologies |
| AFV | Alternative Fuel Vehicle |
| C and D | Construction and Demolition |
| CEQ | Council on Environmental Quality |
| Council | Sustainability Council |
| CY | Calendar Year |
| DCOI | Data Center Optimization Initiative |
| DOE | Department of Energy |
| EISA | Energy Independence and Security Act |
| EMS | Environmental Management System |
| E.O. | Executive Order |
| EPA | Environmental Protection Agency |
| EPAct | Energy Policy Act of 2005 |
| EPCRA | Emergency Planning and Community Right-to-Know Act of 1986 |
| EPEAT | Electronic Product Environmental Assessment Tool |
| ESPC | Energy Savings Performance Contract |
| FAR | Federal Acquisition Regulation |
| FAST | Federal Automotive Statistical Tool |
| FBMS | Financial and Business Management System |
| FEMP | Federal Energy Management Program |
| FFRMS | Federal Flood Risk Management Standard |
| FITARA | Federal Information Technology Acquisition Reform Act |
| FLEETDASH | Fleet Sustainability Dashboard |
| FMR | Federal Management Regulation |
| FPDS | Federal Procurement Data System |
| FWS | U.S. Fish and Wildlife Service |
| FY | Fiscal Year |
| GHG | Greenhouse Gas |
| GSA | General Services Administration |
| gsf | Gross Square Feet |
| HFC | Hydrofluorocarbon |
| HVAC | Heating, ventilating and air conditioning |
| ILA | Industrial, Landscaping and Agricultural |
| IPM | Integrated Pest Management |
| ISO | International Organization for Standardization |
| kW | Kilowatt |
| LEED | Leadership in Energy and Environmental Design |
| MWh | Megawatt-hours |

| <u>Abbreviation or Acronym</u> | <u>Full Name</u> |
|---------------------------------------|--|
| NASA | National Aeronautics and Space Administration |
| NCR | National Capital Region |
| NPS | National Park Service |
| NRHP | National Register of Historic Places |
| NWR | National Wildlife Refuge |
| O & M | Operations and Maintenance |
| OMB | Office of Management and Budget |
| PAM | Office of Acquisition and Property Management |
| PEP | Office of Environmental Policy and Compliance |
| PPCC | Presidential Performance Contracting Challenge |
| PV | Photovoltaic |
| R2 | Responsible Recycling |
| REC | Renewable Energy Certificates |
| RLW | Resilient Lands and Waters |
| SAM | System for Award Management |
| sf | Square Feet |
| UESC | Utility Energy Service Contract |
| USBR | Bureau of Reclamation |
| usf | Usable Square Feet |
| USPS | U.S. Postal Service |
| VAM | Vehicle Allocation Methodology |