



Pension Benefit Guaranty Corporation

Strategic Sustainability Performance Plan

Fiscal Year 2010

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SECTION 1: Agency Policy and Strategy

I. Agency Policy Statement

It is the policy of the Pension Benefit Guaranty Corporation (PBGC) to comply with environmental and energy statutes, regulations, and Executive Orders to increase energy efficiency, reduce greenhouse gas emissions, protect water resources, and prevent waste and pollution.

PBGC's executive leadership acknowledges the importance of the environmental efforts and will work to ensure that the goals and objectives stated in this Plan are supported through the annual budgeting process. By their signatures below, the Acting Director and the Executive Management Committee, along with the agency Senior Sustainability Officer and Chief Acquisition Officer, acknowledge their commitment to complying with environmental and energy statutes, regulations, and Executive Orders, providing support for PBGC's efforts and initiatives toward meeting sustainability targets and goals, and working to resolve any conflicts or challenges in achieving sustainability goals.

Vincent K. Snowbarger
Acting Director

Judith R. Starr
General Counsel

Richard H. Macy
Chief Operating Officer/
Acting Chief Information Officer

Terrence M. Deneen
Chief Insurance Premium Officer

Patricia Kelly
Chief Financial Officer

Patricia A. Davis
Senior Sustainability Officer

Arthur S. Block
Chief Acquisition Officer

II. Sustainability and the Agency Mission

PBGC was created by the Employee Retirement Income Security Act of 1974 to encourage the growth of defined benefit pension plans, provide timely and uninterrupted payment of pension benefits, and keep pension insurance premiums at a minimum.

PBGC's strategic goals include 1) protecting the federal pension insurance system, 2) providing exceptional service to customers and stakeholders, and 3) exercising effective and efficient stewardship of resources. While the agency is committed to conserving resources and improving productivity, the focus of the agency's funding is in the area of the first two strategic goals.

It is within the third strategic goal – stewardship of resources - that PBGC aims to reduce its environmental footprint through various internal programs and activities. PBGC has been a very proactive in addressing environmental and energy conservation issues. We have worked closely with building owners and property managers toward common goals. We have established priorities and worked with our limited budget to stage activities and awareness campaigns, making us successful in achieving goals.

When reviewing PBGC's Sustainability Program, it is important to note:

- PBGC does not own any facilities; we lease approximately 420,000 sq feet of space; our headquarters building is comprised of 358,000 sq feet
- We do not purchase power or waste management services; these services are provided thru our lease operating expenses by building owners.
- We have a single agency vehicle that accrues less than 3,000 miles per year.
- The agency has approximately 845 staff who commute to our Washington, DC headquarters office.
 - Of the 845, 756 participate in the Mass Transit program – taking advantage of a public transportation subsidy (this includes Metro rail and bus, commuter busses, vanpools, etc.)
 - We have approximately 29 carpools, providing transportation to 62 staff; to encourage carpooling for those staff who need to drive, PBGC offers a parking subsidy.
 - **96.8%** of the PBGC staff either take public/mass transportation or participate in the subsidized carpools

- While PBGC staff do travel on agency business, there were less than 1,300 trips taken agencywide in 2009.

In Section 2 of this Plan, *Performance Review and Annual Update*, we have outlined accomplishments to date.

III. Greenhouse Gas Reduction

PBGC's impact on federal greenhouse gas emissions has not been measured. We do not own buildings, purchase power, have a fleet of automobiles, nor contract for waste disposal services, therefore we have not established any Scope 1 or Scope 2 targets or goals. Over the next reporting period we will be working with our property owners to identify areas that can be measured, will establish metrics, and identify additional initiatives that will help accomplish the overall goal of reducing greenhouse emissions. Section 2 of this Plan outlines many of the initiatives and environmental program accomplishments that have already had an impact on our operations.

PBGC does have employees who travel in performance of their duties. The total number of job-related trips for FY2009, the most current data available, was approximately 1,225. Many of the business trips are conducted by auditors, accountants and attorneys reviewing records of pension plans that may be in jeopardy or have been assumed by PBGC, or appearing in court hearings. The documents to be reviewed are onsite at the administrative offices of these plans, so there is no option to handle this work in the PBGC offices. There is little that can be done to reduce the number of trips associated with this mission-critical work.

As part of the communication campaign we will ensure that staff are aware of our video conferencing capabilities and we will encourage staff to use methods other than travel to conduct government business, attend conferences and training, etc.

IV. Plan Implementation

The PBGC Facilities and Services Department (FASD) has been tasked with coordinating and tracking agency sustainability activities. The Director of the Facilities and Services Department will serve as the Agency's Senior Sustainability Officer (SSO). The SSO will ensure that PBGC implements the Strategic Sustainability Performance Plan and will evaluate PBGC's progress against it.

The Division Manager of the Facility Services Division, FASD, will have overall responsibility for:

- Development of a communication plan to promote conservation activities and efforts

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- Ensure publication of the PBGC Sustainability Plan to the PBGC intranet
- Annual review and update of the Sustainability Plan, and
- Coordination with building owners and property managers to identify joint projects that will contribute to the overall goals and targets.

The Director of the Procurement Department will have overall responsibility for tracking and reporting annual “green” purchasing. Specific activities will be agreed upon over the next fiscal year, but may include:

- Development of training for contract COTRs or department administrative officers on green purchasing requirements, identified vendors, etc.
- Development of a communication plan to promote green purchasing, or
- Development of metrics and targets for green purchasing that can be validated and reported.

Executive Order 13514 was issued in October, 2009. Because of the budgeting cycle for this agency, it was too late to incorporate the planning activities required of this EO into our FY2011 budget. The SSO will work closely with the Operations Integration Management Team, as well as the Budget Planning Integration Team (BPIT) and senior executives to ensure that PBGC develops appropriate policies and procedures to support the plan and will request adequate budget to fund identified activities in future planning years.

Table 1: Critical Planning Coordinationⁱ

Originating Report / Plan	Scope 1 & 2 GHG Reduction	Scope 3 GHG Reduction	Develop and Maintain Agency Comprehensive GHG Inventory	High-Performance Sustainable Design / Green Buildings	Regional and Local Planning	Water Use Efficiency and Management	Pollution Prevention and Waste Elimination	Sustainable Acquisition	Electronic Stewardship and Data Centers	Agency Specific Innovation
GPRA Strategic Plan	n/a	No	No	No	No	No	No	No	No	No
Agency Capital Plan	n/a	No	No	No	No	No	No	No	No	No
A-11 300s	n/a	No	No	No	No	No	No	No	No	No
Budget	n/a	No	No	No	No	No	No	No	No	No
Asset Management Plan / 3 Year Timeline	n/a	No	No	No	No	No	No	No	No	No
Circular A-11 Exhibit 53s	n/a	No	No	No	No	No	No	No	No	No

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OMB Dashboards	n/a	No								
Data Center Consolidation Plan	n/a	No								
Other (reports, policies, plans, etc.) ⁱⁱ		No								

Activities have not yet been undertaken to integrate PBGC planning and reporting with this new Sustainability Plan mandate. During the upcoming reporting period, the Executive Management Committee and Operations Integration Management team will be made aware of the requirements for integration and a plan will be initiated to coordinate all agency initiatives.

V. Evaluating Return on Investment

PBGC has an operational governance process through which all investment and funding requests must be vetted. The Budget Planning and Integration Team, the Operations Integration Meeting, and the Executive Management Committee review all proposed major project, investments and funding requests and approve funding for only those investments where they believe there is a significant return. Those returns do not necessarily translate into dollars. Often PBGC invests in programs to realize cost savings, mitigate risks, improve customer service, and ensure the agency’s mission and strategic priorities are met.

Section 2 outlines some significant investments (financial and operational) already made to reduce our impact on the environment. During the next budget cycle (FY2013), PBGC will identify areas for opportunities and investments.

VI. Transparency

This plan will be communicated to all PBGC employees and contractors and will be accessible on the PBGC intranet for review and comment.

SECTION 2. Performance Review and Annual Update

I. Summary of Accomplishments

PBGC has a number of noteworthy accomplishments that delineate the value it places on using sustainable business practices. While we have not established specific goals for all of the categories outlined below, we are taking this opportunity to discuss our initiatives and accomplishments in each of the specific areas.

II. Goals

At this time, PBGC is not in a position to estimate its environmental impact and establish related goals. Establishing data collection tools and resources, calculations, metrics, and a methodology for assessing success will be developed as part of the future planning activities. As this program matures, more detailed information will become available. At the next budgeting cycle opportunity PBGC will request funding that will help us focus on this issue and identify resources to address the required calculations, establish metrics and goals, and enhance programming.

In the meantime, PBGC has provided a discussion and highlighted initiatives and accomplishments related to each of the required goal areas as delineated in the CEQ and OMB template tool.

◆ Goal 1: Scope 1 and 2 Greenhouse Gas Reduction

PBGC leases office space and thus has no control over the energy procurement for any of the facilities it occupies. PBGC also does not maintain a vehicle fleet. Therefore, Scope 1 and 2 greenhouse gas reduction targets do not apply to our agency.

◆ Goal 2: Scope 3 Greenhouse Gas Reduction

Waste disposal and purchased energy are handled entirely by the owners of buildings leased by PBGC. Because in all but our headquarters facility, we are in multi-tenant space, and the square footage that we lease is minimal, we have little to no impact on the decision-making of the building owners. Therefore, we have limited control over contributors to Scope 3 greenhouse gas emissions.

PBGC does rely on employee travel. In fiscal year 2009 for example, 390 of PBGC's approximately 845 federal employees traveled a total of 1,225 times. While PBGC has somewhat limited control over the amount of travel that is required to

meet its mission, it does track employee travel activities to minimize travel related contributions to scope 3 greenhouse gases.

The most significant impact to this Scope 3 reduction is PBGC’s Mass Transit Subsidy Program. Over the past two years, PBGC has made some important changes to our program including:

- Increasing the amount of the mass transit monthly subsidy
- Increasing the awareness of the availability of public transportation options
- Increasing the subsidy offered to car pool participants.

These activities have contributed to the reduction of vehicle congestion and gasoline consumption by PBGC employees. PBGC has a total of 845 federal employees. At present, there are 756 PBGC employees receiving mass transit subsidies and utilizing public transportation. In addition, PBGC provides a parking subsidy to staff participating in carpools. We currently subsidize 29 carpools covering 62 staff. This represents **96.8%** of the PBGC federal staff.

While we intend to continue to promote participation in this program, we believe we have far surpassed any goal or metric on use of public transportation

SCOPE 3 GHG TARGET	Units ⁱⁱⁱ	FY 10	FY 11	FY 12	FY 13	FY 14	FY 20
Overall Agency Scope 3 Reduction Target (reduced from FY08 base year) ^{iv}	%	5%	5%	5%	5%	5%		5%
Sub-Target for Federal Employee Travel	%	3%	3%	3%	3%	3%		3%
Sub-Target for Contracted Waste Disposal	%	N/A	N/A	N/A	N/A	N/A		N/A
Sub-Target for Transmission and Distribution Losses from Purchased Energy	%	N/A	N/A	N/A	N/A	N/A		N/A
Other, as defined by agency	%	N/A	N/A	N/A	N/A	N/A		N/A

◆ **Goal 3: Agency Comprehensive Greenhouse Gas Inventory**

Because PBGC is a small agency, has limited control over greenhouse gas contributions, it is not feasible to develop and manage an inventory of greenhouse gases. We believe that in the single area where we track emissions, we have already made a significant effort. During the next reporting period, we will assess whether there would be any gain from conducting a commuting survey, to include agency contract staff,

◆ **Goal 4: Sustainable High Performance Buildings**

In FY2010, PBGC collaborated with the owners of our headquarters facility at 1200 K Street, Washington, DC to gain LEED certification. Brookfield Properties (BP) agreed to partner with PBGC to convert the headquarters building infrastructure to an energy efficient, environmentally-conscious operating system. To that end, PBGC shared funding for this over-arching initiative. PBGC worked collaboratively with BP to seek the Leadership in Energy and Environmental Design (LEED) certification for the building. LEED, developed by the U.S. Green Building Council (USGBC), provides a range of standards for environmentally sustainable construction. LEED certification provides independent, third party verification that a building is environmentally responsible, profitable, and, overall, a healthy place for employees to work.

The LEED rating system addresses six major areas:

- Sustainable sites
- Water efficiency
- Energy and atmosphere
- Materials and resources
- Indoor environmental quality
- Innovation and design process

PBGC and BP acknowledged that this initiative would require an initial investment in design and construction, however, we also recognized that these initial costs would be offset by the overall savings incurred over time due to lower operational costs typical of a LEED certified building. Although not measurable, we also recognized the potential for additional payback in the form of higher employee productivity as a result of working in a healthier environment. The details of this initiative were presented to the PBGC BPIT and the Executive Management Committee for review and approval. Funding was approved for work to take place in FY2010.

LEED certification is the “gold standard” sought after by property owners. The PBGC headquarters building had already been certified as an Energy Star facility and PBGC is the sole tenant. This made the 1200 K Street facility an excellent candidate for LEED certification and was seen as a “low hanging fruit” for the property owner. This facilitated our discussions and offered additional incentive to the property owner to share the costs for this initiative.

In order to meet LEED certification, Brookfield Properties provided us with the following list of operational areas that will be addressed:

1. Water Efficiency

- a. Replace fixtures – sinks, toilets, urinals
- b. Submetering of water usage
2. Energy & Atmosphere
 - a. Metering of energy levels
 - b. Use of renewable energy (i.e. wind-generated power)
3. Materials & Resources – conducting a waste stream audit
4. Indoor Environmental Quality
 - a. Upgrade the outside air induction and exhaust systems
 - b. Capability for monitoring of outdoor air delivery
 - c. Installation of additional equipment to increase ventilation
 - d. Reduction of particulates in air distribution
 - e. Development of a management plan for indoor air quality management for facility alterations
 - f. Sustain clean equipment

To meet these goals, PBGC has shared funding for this initiative and will be working to ensure completion over the next three years.

Working toward the LEED certification goal, one of our first areas to address has been energy efficiency. Brookfield Properties identified a lighting contractor to upgrade the lighting system throughout the building. This work is scheduled for completion by September 30, 2010 and has two components:

- **Lighting Retrofit** - consists of replacing parts in the existing lighting system with more energy efficient counterparts including lower intensity bulbs.
- **Occupancy Sensor Installation** – small, ceiling mounted motion detectors which turn lights on or off based on whether the area is occupied or not. This installation will occur in all private offices, kitchenettes, elevator lobbies and main corridors off of the elevator lobbies, and the garage.

We anticipate that this project will result in a large rebate in energy costs during the first fiscal year, with additional decreases in operating expenses and energy usage for years to come.

In addition to the LEED certification initiative for the headquarters building, PBGC will work towards the following goals:

- a. Effective with FY2012 budget cycle, ensure that all new construction, major renovations or repairs and alterations comply with “Guiding Principles for Federal leadership in High Performance and Sustainable Buildings (Guiding Principles).”

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- b. By FY2015 at least 15% of the agency’s existing building leases meet the Guiding Principles.
- c. By FY 2013 will have a mechanism in place to track conformance with Guiding Principles and by FY2018 will be 100% in compliance for all leased facilities.
- d. By FY2012 will demonstrate use of cost-effective, innovative building strategies to minimize energy, water and materials consumption
- e. By FY2012 will manage existing building systems to reduce energy, water and materials consumption in a manner that achieves a net reduction in agency deferred maintenance costs.
- f. Optimize performance of the agency’s real property portfolio – examining opportunities to decrease environmental impact through consolidation, reuse and disposal of existing assets prior to adding new assets.

SUSTAINABLE HIGH PERFORMANCE BUILDINGS (Buildings Meeting Guiding Principles ^v)	Units	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15
Owned Facilities Targets	%	N/A	N/A	N/A	N/A	N/A	N/A
Leased Facilities Targets	%	0	5%	7%	10%	12%	15%
Total Facility Targets	%	0	5%	7%	10%	12%	15%
Other, as defined by agency	N/A						

◆ **Goal 5: Regional and Local Planning**

This goal does not apply to PBGC.

◆ **Goal 6: Water Use Efficiency and Management**

One component of LEED certification deals with water use efficiency. As mentioned in Goal 4 above, PBGC has initiated a LEED certification project for its headquarters building. During this fiscal year, building engineers have:

- Retrofitted all restroom sink nozzles to reduce the use of water.
- Replaced all toilets (approximately 130 units) with low flow flushing mechanisms.

PBGC currently is promoting an increased hygiene program during the flu season to help mitigate the potential risk of a pandemic event. Part of this communication plan

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calls for frequent washing of hands. It appears that this program – promoted by the Office of Personnel Management, Health and Human Services, and the Federal Emergency Management Agency – is in conflict with this water use reduction requirement. PBGC will revisit our current initiative and determine an appropriate plan to coordinate these efforts.

WATER USE EFFICIENCY & MGMT	Units	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 20
Potable Water Reduction Targets (gal/SF reduced from FY07 base year)*	%	-	N/A	N/A	N/A	N/A	N/A		N/A
Planned Potable Water Reduction (gal/SF reduced from FY07 base year)*	%	-	N/A	N/A	N/A	N/A	N/A		N/A
Industrial, Landscaping, and Agricultural Water Reduction Targets (gal reduced from FY10 base year)	%	-	N/A	N/A	N/A	N/A	N/A		N/A
Planned Industrial, Landscaping, and Agricultural Water Reduction (gal reduced from FY10 base year)	%	-	N/A	N/A	N/A	N/A	N/A		N/A
Other, as defined by agency									

*FY07 Base year data is not available

◆ **Goal 7: Pollution Prevention and Waste Elimination**

PBGC has several accomplishments in this category:

- We are currently in the acquisition phase of consolidating printer/copier functions by procuring single multi-functional devices. We expect that this effort will reduce the amount of paper and toner used and also reduce costs of maintaining our existing fleet of copiers and printers.
- PBGC also strongly encourages recycling of plastic, cans, glass, and paper products through its recycling program. We have a very proactive communication and marketing plan reminding staff, have installed specialized recycle bins in our breakroom areas, have conducted special lobby awareness events, and have assigned recycling “captains” on each floor.
- In addition to recycling, PBGC excesses unused furniture and office equipment to the U.S. Department of Agriculture to ensure that excess items do not go to waste.
- In FY2009, PBGC worked with property owner to ensure that janitorial staff use cleaning products that are free of hazardous chemicals. In addition, we have worked with construction contractors to ensure that all paint products

are low VOC certified, again ensuring a reduction in the use of toxic and hazardous chemicals and materials.

GOAL: Pollution Prevention and Waste Elimination^{vi}

POLLUTION PREVENTION & WASTE ELIMINATION	Units	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15
Non-Hazardous Solid Waste Diversion Targets (non C&D)	%	N/A	N/A	N/A	N/A	N/A	N/A
C&D Material & Debris Diversion Targets	%	UNK	UNK	UNK	UNK	UNK	UNK
Other, as defined by agency	?						

◆ Goal 8: Sustainable Acquisition

PBGC considers environmental factors in purchasing decisions and gives preference to those products and services designated by or recommended in federal green purchasing preference programs. While PBGC acquisition plans and evaluation factors for contract awards address environmental and energy conservation objectives, PBGC does not track contract actions that meet sustainable acquisition requirements at this time. During the next reporting period, the PBGC Procurement Department will work to accomplish the following goals:

- 1) Review the “Green” purchasing plans, policies and programs to ensure that all Federally-mandated designed products and services are included in all relevant acquisition.
- 2) Develop a process for tracking success in green purchasing, including establishing an acquisition baseline for green purchasing, establishing acquisition metrics, and establishing achievable goals.

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SUSTAINABLE ACQUISITION	Units	FY 10	FY 11	FY 12	FY 20
New Contract Actions Meeting Sustainable Acquisition Requirements	%	Unk	TBD	TBD	hold	hold
Energy Efficient Products (Energy Star, FEMP-designated, and low standby power devices)	%	Unk	TBD	TBD	hold	hold
Water Efficient Products	%	Unk	TBD	TBD	hold	hold
Biobased Products	%	Unk	TBD	TBD	hold	hold
Recycled Content Products	%	Unk	TBD	TBD	hold	hold
Environmentally Preferable Products/Services (excluding EPEAT)	%	Unk	TBD	TBD	hold	hold
SNAP/non-ozone depleting substances	%	Unk	TBD	TBD	hold	hold
Other, as defined by agency	?					

◆ **Goal 9: Electronic Stewardship and Data Centers**

As mentioned earlier, PBGC has plans to consolidate printers and copiers by procuring multi-functional devices. The PBGC Office of Information Technology is working on development of a report to establish the baseline for current technology inventory which meets the green computing requirements, and for establishing metrics and goals for future initiatives.

A separate report will be submitted to OMB on PBGC’s data center consolidation initiatives. PBGC currently has a robust directive on excessing furniture and electronic equipment. We currently ensure that all excess electronic equipment is catalogued and sent through the Department of Agriculture surplus programs.

Additional goals include:

- 1) Establish and implement policy and guidance to ensure use of power management, duplex printing, and other energy efficient or environmentally preferred options and features on all eligible agency electronic products.
- 2) Update agency policy to ensure implementation of best management practices for energy efficient management of servers and Federal data centers

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ELECTRONIC STEWARDHIP & DATA CENTERS	Units	FY 10	FY 11	FY 12	FY 13
% of device types covered by current Energy Star specifications that must be energy-star qualified ^{vii}	%	N/A	TBD	TBD	TBD
% of electronic assets covered by sound disposition practices ^{viii}	%	N/A	TBD	TBD	TBD
% of cloud activity hosted in a data center	%	N/A	TBD	TBD	TBD
% of agency data centers independently metered or advanced metered and monitored on a weekly basis	%	N/A	TBD	TBD	TBD
Reduction in the number of agency data centers	%	N/A	TBD	TBD	TBD
% of agency, eligible electronic products with power management and other energy-environmentally preferable features (duplexing) actively implemented and in use	%	N/A	TBD	TBD	TBD
% of agency data centers operating at an average bandwidth utilization of 85%	%	N/A	TBD	TBD	TBD
% of agency data centers operating with an average CPU utilization of 60-70%	%	N/A	TBD	TBD	TBD
% of agency data centers operating at a PUE range of 1.3 – 1.6	%	N/A	TBD	TBD	TBD
% of covered electronic product acquisitions that are EPEAT- registered	%	N/A	TBD	TBD	TBD
% of agency data center activity implemented via virtualization	%	N/A	TBD	TBD	TBD
Other, as defined by agency	?	N/A	TBD	TBD	TBD
Leveraged Investment (funded through annually recurring existing budget items, such as capital improvement, O&M, etc. or ARRA)	\$ M	N/A	TBD	TBD	
Incremental Investment (funded through new program budget requests specific to this EO)	\$ M	N/A	TBD	TBD	
Alternative Investment (funded through ESPC, UESC, EUL, PPA, rebates, or other funding assistance)	\$ M	N/A	TBD	TBD	

◆ **Goal 10: Agency Innovation**

All activities, goals, initiatives, and accomplishments have been described elsewhere in this Plan.

SECTION 3: AGENCY SELF-EVALUATION

Note: OMB and CEQ will update these questions annually to reflect Administration priorities. For 2010, please respond to the following items. Each agency’s total response for this section should be limited to one or two pages.

- I. Please answer ‘yes’ or ‘no’ to the following questions. If the answer is ‘no’, provide an explanation below.

Does your plan provide/consider overarching strategies and approaches for achieving long-term sustainability goals?	No
Does your plan identify milestones and resources needed for implementation?	No
Does your plan align with your agency’s 2011 budget submission?	No
Is your plan consistent with your agency’s FY 2011 budget and appropriately aligned to reflect your agency’s planned FY 2012 budget submission?	No
Does your plan integrate existing EO and statutory requirements into a single framework and align with other existing mission and management related goals to make the best use of available resources?	No
Does your plan provide methods for obtaining data needed to measure progress, evaluate results, and improve performance?	No

Narrative requested:

- II. What are your agency’s planned actions for the following year (in 6 month increments, July-Dec 2010 & Jan-June 2011) to achieve the sustainability and energy standards for success on the OMB Scorecard? Please use short, descriptive, and action-oriented bullets for key milestones and associated target dates. Agencies may highlight text within its Sustainability Plan to emphasize these key actions and milestones.^{ix}

July – December, 2010:

Target date for completion of these anticipated tasks is December 31, 2010.

- Continued monitoring of our excellent (**96.8%**) mass transit program participation rate
- Development of a communication plan to promote conservation activities and efforts
- Ensure publication of the PBGC Sustainability Plan to the PBGC intranet
- Annual review and update of the Sustainability Plan, and

- Coordination with building owners and property managers to identify joint projects that will contribute to the overall goals and targets.
- Completion of the Lighting Retrofit and Occupancy Sensor Installation projects

January-June, 2011

Target date for completion of these proposed tasks is June 30, 2011:

- Establish and implement policy and guidance to ensure use of power management, duplex printing, and other energy efficient or environmentally preferred options and features on all eligible agency electronic products.
- Review agency directive on property management to reflect environmentally sound practices for disposition of all agency excess or surplus electronic products.
- Identify goals that determine how the agency intends to meet technology energy consumption reduction in the data center
- Develop activities and data gathering that will help guide the agency's plan to meet energy reduction goals in the data center. PBGC has a single data center, with redundancy in our alternative COOP site. Both of these facilities will be reviewed for opportunities for energy efficiencies.
- PBGC currently uses sound disposition practices – utilizing the USDA excess program. PBGC will look to identify tracking methods to document compliance with these practices.
- PBGC will conduct an indepth review of “Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings” to ensure that we are positioned to meet our compliance targets.
- By FY2015 at least 15% of the agency's existing building leases meet the Guiding Principles.
- By FY 2013 will have a mechanism in place to track conformance with Guiding Principles and by FY2018 will be 100% in compliance for all leased facilities.
- By FY2012 will demonstrate use of cost-effective, innovative building strategies to minimize energy, water and materials consumption

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- By FY2012 will manage existing building systems to reduce energy, water and materials consumption in a manner that achieves a net reduction in agency deferred maintenance costs.

Appendix 1: Acronyms and Abbreviations

AFV	Alternative Fuel Vehicle
ARRA	American Recovery and Reinvestment Act of 2009
BPIT	Budget Performance Integration Team
BTU or Btu	British Thermal Unit
C&D	Construction and Demolition
CEQ	Council on Environmental Quality
CFL	Computer for Learning
CIO	Chief Information Officer
CPU	Central Processing Unit
EISA	Energy Independence and Security Act
EMC	Executive Management Committee
EMS	Environmental Management System
EO	Executive Order
EPA	Environmental Protection Agency
EPAct	Energy Policy Act
EPCRA	Emergency Planning and Community Right-to-Know Act
EPEAT	Electronic Product Environmental Assessment Tool
EPP	Environmentally Preferable Purchasing
ESPC	Energy Services Performance Contract
EUL	Enhanced Use Lease
FASD	Facilities and Services Department
FSD	Facility Services Division
FEMP	Federal Energy Management Program
FOD	Financial Operations Department
FTE	Full Time Employee
FY	Fiscal Year
gal	gallon
GHG	Greenhouse Gas
GPRA	Government Performance and Results Act
GSA	General Services Administration
GSF	Gross Square Feet
IT	Information Technology
MILCON	Military Construction
mtCO ₂ e	Metric tons of Carbon Dioxide Equivalent
NEPA	National Environmental Policy Act
OD	Office of the Director
OIM	Operations Integration Meeting
OIT	Office of Information Technology
O&M	Operations and Maintenance
OMB	Office of Management and Budget
PBGC	Pension Benefit Guaranty Corporation
PPA	Power Purchase Agreement
PUE	Power Usage Efficiency
R2	Responsible Recyclers

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RIA	Regulatory Impact Analysis
ROI	Return on Investment
SF	Square Feet or Square Footage
SNAP	Significant New Alternatives Policy
SRPO	Senior Real Property Officer
SSO	Senior Sustainability Officer
TRI	Toxics Release Inventory
USC	United States Code
UESC	Utility Energy Services Contract

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- ⁱ Agencies should remove plans/reports that they currently are not required to complete and add any additional relevant plans/reports not currently included in the table.
- ⁱⁱ Sustainable Building Implementation Plans, Sustainable Procurement (also known as Green or Affirmative Procurement, or Green Purchasing), Electronic Stewardship Plans, Chemical Reduction Plans, Pollution Prevention Plans, Compliance Management Plans, etc.
- ⁱⁱⁱ GHG emissions are measured in mtCO₂e and the percentage reductions are reductions in mtCO₂e.
- ^{iv} Refer to the OFEE Scope 3 GHG Emissions Reduction Target Tool and User's Manual for detailed descriptions of each scope 3 categories and calculation methods. When writing narrative for this goal area, please note that it is not necessary to provide a great deal of detail. Agencies should focus on general strategy for reducing Scope 3 emissions and should plan to provide greater detail on milestones and actions taken to reduce emissions associated with agency-specific targets in subsequent updates to this plan.
- ^v Applies to buildings at least 5,000 sf. Do not calculate the incremental cost associated with selecting a different leased facility. The costs should reflect actual quantifiable costs such as 3rd party certification programs, facility upgrades, or similar. If there are no quantifiable costs, enter \$0 for costs. Use the text write up to describe the methodology for working towards the goal.
- ^{vi} Agencies should reference existing Chemical Reduction and Pollution Prevention plans and policies. Plans do not need to be reproduced within this document. Incorporate by reference and indicate whether or not existing agency plans have been updated to reflect EO 13514. Discuss the agency's current trend in EPCRA and Toxic Release Inventory (TRI) reporting, and any anticipated changes in reported quantities based on meeting the agency's pollution prevention and waste minimization goal.
- ^{vii} This count should include the percentage of products that met energy star standards at the time of purchasing.
- ^{viii} Some examples of sound disposition practices include, but are not limited to, GSA Xcess, recycling through Unicolor, donation through GSA's Computer for Learning (CFL) or other non-profit organizations, and/or recycling through a private recycler certified under the Responsible Recyclers (R2) guidance or equivalent.
- ^{ix} When referring to the Sustainability Plan, please refer to sections by number, letter, and/or sub heading. Do not reference page numbers, as these may change.