



Pension Benefit Guaranty Corporation

Strategic Sustainability Performance Plan

Fiscal Year 2014


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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 the signature below, the Senior Sustainability Officer (SSO) acknowledges her 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.



Cathleen Kronopolus, SSO
PBGC

Executive Summary

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.

Summarized below are the accomplishments we have obtained, future/projected projects, and the challenges PBGC faces.

Accomplishments

- In collaboration with Brookfield Properties, owner/operator of PBGC's headquarters facility, we purchased and installed automatic faucets and soap dispensers in all of the bathrooms.
- Submitted the Greenhouse Gas Inventory and Inventory Management Plan. Since PBGC does not own any facilities nor do we purchase power or waste management services directly, we do not have an FY2008 baseline in scopes 1 and 2 emissions. Although we do not pay for these services directly we have obtained electricity data and waste management data from our headquarters facility which is approximately 68% of PBGC's total leased space.
- A team of 9 staff (federal and contractor) participated in May's Federal Bike to Work Challenge. The team logged 1,148.4 miles, riding an average of 66% of their scheduled work days.

- Continued an initiative to help federal employees and contractors identify others interested in establishing carpools.
- Continued to maintain an active Telework Policy. Telework is widely utilized throughout the organization. Of the current 971 employees, 669 elect to participate in some form of telework, representing **69%** of PBGC staff.

- 423 staff members elected regular telework:

Number of employees	Number of telework days	Percentage
166	2	39%
172	1	41%
6	3	1%
3	5	1%

- 246 staff members elected to do episodic telework.
- Continued support of a robust recycling program. New recycling bins continued to be purchased for kitchenettes that were redesigned as well as a number of the larger conference rooms.
- Per PBGC's SF-132 Apportionment, PBGC had a total of 1,017 authorized FTEs for FY13.
- At present, there are 744 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 18 carpools covering 40 staff. This represents approximately **81%** of the PBGC federal staff.
- Maintained a contract for multifunctional print devices which reduces paper and toner used as well as reduce costs of maintaining print devices
- Continued recycling old furniture and equipment thru contract with USDA
- Continued use of ground shipping acct with UPS (smallest carbon footprint of all shipping services).
- Continued communications with staff on green program efforts – recycling, green purchasing program, print management, etc.

- Data Center energy reduction efforts:
 - Continued to modify floor openings as equipment is relocated or removed.
 - Completed the task to remove the rack-mounted UPS devices.
 - Continued work on hot aisle/cold aisle methodology.
 - Continued removal of unused power and network cables which improves the under floor airflow.
 - Ensured all network cables are run through the ceiling when equipment is added or relocated, freeing up space under the raised floor (solely for power cabling). This improves the air flow as well as protects the network cables.
 - Reduced the number of servers through implementation of VM Ware. This task reduces both power and HVAC usage.
 - After further investigations, it did not prove beneficial to duct some of the hot aisle air returns. This has been mitigated somewhat through the use of a large fan which moves significant air towards the a/c unit return air. This continues to be monitored.

- Brookfield Properties' (PBGC's Headquarters owner/operator) energy reduction efforts:
 - In collaboration with Red Coats, the janitorial contractor, continued to implement a green cleaning program at 1200 K Street, NW to include Green Seal certified cleaning products, microfiber cleaning clothes and mops, and heap-filter backpack vacuum cleaners.
 - Red Coats provided ongoing training to all building cleaning staff to ensure full compliance with the green cleaning program which includes correct usage of the cleaning products and equipment.
 - Red Coats provided quarterly reviews of janitorial supply rooms and offices by their environmental compliance division to ensure full compliance with requirements at all times.
 - The Exterior and Hardscape Management Policy for 1200 K Street is a low-impact and green building exterior management plan that addresses overall sight management, chemicals, snow and ice removal, and building exterior cleaning and maintenance. This includes green cleaning and maintenance practices and materials that minimize environmental impact. This also includes the use of mulch for water control and the need for less watering and the use of only native and adaptive plants which require less watering and fertilization.
 - The building employs an integrated pest management plan for all pest control on the interior and exterior of the building to include the use of the most effective, lowest-risk, least-toxic pesticide.

This will vary according to target species. Effective, less risky pest controls are chosen first, including highly targeted chemicals, such as pheromones to disrupt pest mating, or mechanical control, such as trapping or weeding. If further monitoring, identifications and action thresholds indicate that less risky controls are not working, then additional pest control methods would be employed, such as targeted spraying of pesticides. Broadcast spraying of non-specific pesticides is a last resort. Brookfield requires that all vendors and parties who apply pesticides comply with all of the IPM specifications in this policy. Pesticide applicators must be educated and trained in the principles and practices of IPM and the use of pesticides as approved by Brookfield and must follow all of the specifications in this policy.

- Brookfield contracts with Healthy Buildings International (HBI) to help reach the building's performance goals and maintain strategies for routine space temperature, humidity, particulate filtration systems, reduction of allergens and irritants, and CO2 monitoring.
- 1200 K Street received the BOMA 360 certification in 2012, a real estate industry designation with a focus on best practices in energy efficiency, environmental programs and building and facilities management in general with a focus on energy usage, waste diversion rates, policies and procedures and building occupant communications and events.
- Brookfield Office Properties and 1200 K Street participated in energy curtailment on extreme weather days to reduce regional brown outs and curtail energy usage. This included shutting down non-essential equipment, raising set points on certain HVAC equipment, turning off lighting in non-essential areas and working with occupants of the building to encourage the same in their suites.
- In FY13, Brookfield established a secure bike storage room in the garage. This effort assisted in the promotion of more bike commuting.
- Brookfield Properties ensured all contractors use low VOC paint products

Future projects

- In the latter part of FY14 and into FY15, PBGC will be closing two Field Benefit Offices. PBGC will relinquish 21,784 SF of real estate.

- We will continue to work with Brookfield and our other property managers to identify other projects/tasks that could be implemented in continuation of our strong sustainability program.

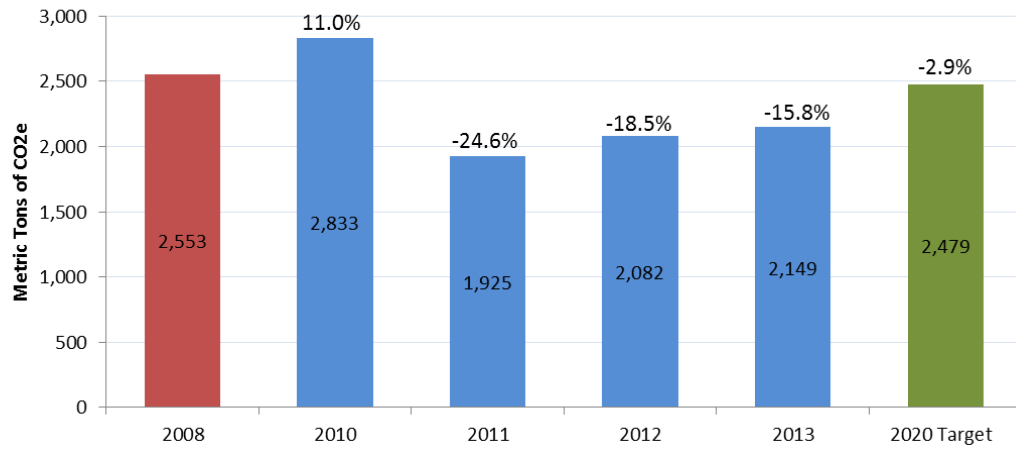
Challenges

- In the FY13 plan submitted June 2013, in Table 1: Agency Size & Scope, the FY2012 “Total Number of Employees as Reported in the President’s Budget” was reported as 912. The 912 represented the FTE utilization. The actual FTE as reported in the President’s Budget should have been 999. This has been updated in this year’s submission.
- The initial submission of PBGC’s 2008 and 2010 GHG Inventory seemed to have missing commuter data and/or incorrect commuter data. Both of these inventories have been updated with correct information, thus the change in the Scope 3 Greenhouse Gas Goals graph in the 2014 Sustainability Plan.
- We do not purchase power or waste management services; these services are provided thru our lease operating expenses by building owners.
- Due to other agency priorities and investments, funding has not been made available for this program. We continue to work within our parameters in an effort to stage activities, awareness campaigns, which has made us successful in achieving goals.
- PBGC has employees who travel in performance of their duties. 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 original 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 limited opportunity to reduce the number of trips associated with this mission-critical work.
- We are the sole tenant in our headquarters facility. All other sites are multi-tenant facilities. Although we can work with those property managers in identification of programs/tasks, we are limited with implementation.

Table 1: Agency Size & Scope

Agency Size & Scope	FY 2012	FY 2013
Total Number of Employees as Reported in the President's Budget	999	1017
Total Acres of Land Managed		
Total Number of Buildings Owned		
Total Number of Buildings Leased (GSA and Non-GSA Lease)	11	11
Total Building Gross Square Feet (GSF)	581,283	581,283
Operates in Number of Locations Throughout U.S.	10	10
Operates in Number of Locations Outside of U.S.	0	
Total Number of Fleet Vehicles Owned	0	
Total Number of Fleet Vehicles Leased	0	
Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.)	0	
Total Amount Contracts Awarded as Reported in FPDS (\$Millions)	286	249

PBGC Progress toward Scope 3 Greenhouse Gas Goals



Pension Benefit Guaranty Corporation

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

(A) Will the agency implement the following strategies to achieve this goal?	(B) Top 5? Yes/No/NA	(C) Strategy Narrative	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Develop and deploy employee commuter reduction plan	[Please Choose]		
Reduce employee business ground travel	Yes	The critical mission of our agency requires travel. 1) Increase the number of conference rooms with video teleconferencing capability 2) PBGC's travel division will provide environmental tips to consider when traveling.	Will compare previous year's business ground travel numbers.
Reduce employee business air travel	Yes	The mission of our agency requires travel. 1) Increase the number of conference rooms with video teleconferencing capability 2) PBGC's travel division will provide environmental tips to consider when traveling.	Will compare previous year's business air travel numbers.
Develop and deploy employee commuter reduction plan	Yes	1) Continue to promote telework throughout the agency. 2) Maintain status quo or increase mass transit subsidies by 3%.	Will compare telework, mass transit subsidy, and carpool numbers from prior year.
Use employee commuting survey to identify opportunities and strategies for reducing commuter emissions	No	Currently, 80% of our staff receives mass transit subsidy or commutes in a carpool. Will strive to maintain status quo.	

(A) Will the agency implement the following strategies to achieve this goal?	(B) Top 5? Yes/No/NA	(C) Strategy Narrative	(D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months
Increase number of employees eligible for telework and/or the total number of days teleworked	Yes	Will continue to promote telework throughout the agency. Currently 73% of staff perform some type of telework. We will look to maintain status quo or increase participation by 3%.	Will compare previous year's telework numbers.
Develop and implement bicycle commuter program	Yes	1)Bicycle racks provided in the parking garage 2) a secure bicycle room provided in the garage 3) Communications will be disseminated reminding staff of the bicycle racks and room. In addition, bicyclists are requested to complete a form provided by the building if they use the room or the bicycle racks. 4) Promote the National Bike to Work campaign	Will review the number of bicycle forms with the property manager to determine how many staff utilize the rack and/or room.
Provide bicycle commuting infrastructure	Yes	1)Bicycle racks provided in the parking garage 2) a secure bicycle room provided in the garage 3) Communications will be disseminated reminding staff of the bicycle racks and room. In addition, bicyclists are requested to complete a form provided by the building if they use the room or the bicycle racks. 4) Promote the National Bike to Work campaign	Will review the number of bicycle forms with the property manager to determine how many staff utilize the rack and/or room.

Pension Benefit Guaranty Corporation Climate Change Adaptation Plan

Summary of Adaptation Strategy, Vulnerability Analysis and Priority Actions for FY 2014

June 30, 2014

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Template Source:

Federal Agency Climate Change Adaptation Planning Ensuring a resilient, healthy, and prosperous Nation in the face of a changing climate: Support Document. Implementing Climate Change Adaptation Planning in Accordance with Executive Order 13514 “Federal Leadership in Environmental, Energy, and Economic Performance.” Interagency Climate Change Adaptation Agency Working Group Recommendations to the Council on Environmental Quality, January 21, 2011.

Background on the PBGC's Mission and Operations

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.

1. Vision and Strategic Approach to Climate Change Adaptation

The PBGC recognizes climate change as a potential hazard to mission operations, staffing, facilities and IT support services. To ensure a comprehensive approach to understanding and mitigating the challenges posed by climate change, the PBGC has incorporated sustainability assurance through its Sustainability Officer and the Workplace Solutions Department. The Director of the Workplace Solutions Department serves as the agency's Senior Sustainability Officer. This officer has been identified as the agency's lead for developing, implementing and evaluating PBGC's sustainability and climate change adaptation planning and its integration across all business lines.

The PBGC's mission and programs are defined by a Board of Directors and its response to the changing needs associated with the regulations of commercial markets and market participants. The PBGC's strategic approach to climate change adaptation will focus on reaction and support of the effects to the various commodity markets due to climate change induced hazards, and the overall sustainability of the PBGC staff, facilities, mission, and support infrastructure.

2. Climate Change Vulnerability Analysis: Risks and Opportunities

The risks and vulnerability to PBGC's mission, facilities and infrastructure have been identified in the Risk Assessment (RA) as part of its overall continuity program. All identified risks and vulnerabilities to PBGC have been categorized and prioritized to ensure effective contingency planning in the following critical areas:

- Benefit Payment Administration
- Operations

- Health and Safety
- Infrastructure and Support System

3. Process for Adaptation Planning and Evaluation

The PBGC's Workplace Solutions Department is responsible for the following climate change adaptation planning:

- Explore and identify climate change vulnerabilities
- Identify and prioritize actions to better understand risks and opportunities
- Monitor and evaluate the implementation and success of climate change adaptation procedural activities (adjusting procedures and/or activities as new climate change information becomes available)
- Monitor and evaluate planning implementation
- Distribute and provide awareness of the adaptation plan to PBGC staff
- Review and update adaptation plan annually or as required

4. Programmatic Activities for Adaptation Planning

The PBGC's programmatic approach to climate change sustainability will incorporate the following:

- PBGC organizational structure has in place a Sustainability Officer and the Contingency Planning Program within the Workplace Solutions Department. These programs will work in concert to ensure climate change is addressed in all of its contingency plans as part of PBGC's all hazards approach to long-term sustainability.
- The PBGC climate change adaptation plan and COOP plan will incorporate climate change as a component of its all hazards planning approach to emergency preparedness and sustainability.
- Collaboration and coordination with federal agency partners/stakeholders will occur in all of the PBGC climate change adaptation planning initiatives.

5. Improving Understanding of Climate Change Risks/Opportunities

In 2011 and 2012, the PBGC attended interagency climate change workshops sponsored by the Council on Environmental Quality to better understand and identify climate change vulnerabilities and risks. The lessons learned at these workshops provided information relevant to the potential impacts of climate change on PBGC operations and programs.

To ensure better understanding of evaluating climate change risks and opportunities, the PBGC will incorporate the following in its overall adaptation planning;

- Conduct periodic vulnerability assessments
- Provide periodic climate change education awareness updates to PBGC employees
- Participate in National Level Exercises
- Collaborate with federal agency partners

6. Actions to Address Climate Change Risks/Opportunities

The PBGC's adaptation planning program will be responsible for addressing risks and opportunities on an annual basis, or as required. The adaptation planning program will incorporate the following programmatic activities:

- Risk assessment
- HQs and Field Office level planning
- Training
- Program development, implementation, monitoring, evaluation and oversight
- Multi-year strategic program management planning

Action	Scale (National, Regional, Local)	Start Date	Collaborating Agencies (if applicable)
Conduct a risk assessment of PBGC vulnerability to climate change (as part of the Contingency Plan Program)	HQs/Field Offices	FY 2015	NA
PBGC HQs Adaptation Plan	HQs Office	June 2014	NA
Participate in inter-agency and executive branch efforts to coordinate adaptation plan efforts, as appropriate, and/or relevant training for key staff	National	Ongoing	Small Agency Council

