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**Pension Benefit Guaranty Corporation**

# **Strategic Sustainability Performance Plan**

Fiscal Year 2016

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## 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.



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Alisa Cottone, 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 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 our accomplishments, future/projected projects, and the challenges PBGC faces.

### Accomplishments

- PBGC 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 69% of PBGC's total leased space.
- PBGC continued an initiative to help federal employees and contractors identify others interested in establishing carpools.
- PBGC continued to maintain an active Telework Policy. Telework is widely utilized throughout the organization. Of the current 977 employees, 611 elect to participate in some form of telework, representing **63%** of PBGC staff.

- 378 staff members elected regular telework:

| Number of employees | Number of telework days | Percentage |
|---------------------|-------------------------|------------|
| 149                 | 2                       | 39%        |
| 137                 | 1                       | 36%        |
| 7                   | 3                       | 2%         |
| 8                   | 5                       | 2%         |
| 77                  | Floating days           | 20%        |

- 233 staff members elected to do episodic telework.
- PBGC continued support of a robust recycling program. New recycling bins were purchased for redesigned kitchenettes as well as a number of the larger conference rooms.
- Per PBGC's SF-132 Apportionment, PBGC had a total of 977 authorized FTEs for FY15. At present, there are 728 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 15 carpools covering 33 staff. This represents approximately **78%** of the PBGC federal staff.
- PBGC maintained a contract for multifunctional print devices which reduces paper and toner use as well as reduces costs of maintaining print devices.
- PBGC continued recycling old furniture and equipment through a contract with USDA.
- PBGC continued its use of a ground shipping account with UPS (which had smallest carbon footprint of all shipping services).
- During October through December of 2015, the common area lighting was upgraded to LED bulbs. The change was made throughout the 1200 K Street building including the roof, loading dock, all restrooms, mechanical rooms, stairwells, main lobby and lower level corridors. The upgraded bulbs are 80% - 90% more energy efficient than traditional bulbs and they are ecologically friendly. LED lights contain no toxic materials and are 100% recyclable, and will help us to reduce our carbon footprint.
- In March 2015, the 1200 K Street garage lighting was upgraded to LED bulbs. The upgraded bulbs are 80% - 90% more energy efficient than traditional bulbs and they are ecologically friendly. LED lights contain no toxic materials and are 100% recyclable, and will help reduce our carbon footprint.
- PBGC continued communications with staff on green program efforts including recycling, green purchasing program, print management, and more.
- PBGC made multiple efforts to reduce the Data Center energy use:
  - Continued to modify floor openings as equipment is relocated or removed.
  - Continued work on hot aisle/cold aisle methodology – 90% complete.
  - Continued removal of unused power and network cables which improves the under floor airflow – 80% complete, work typically done when there is major shutdown.
  - Continued to run all network cables 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 and protects the network cables.
  - Continue to reduce the number of servers through implementation of VMWare (virtual machines). This task reduces both power and HVAC usage – 80% complete.
  - Replacing aging data center air conditioning units with more efficient units. Two are completed and four remain.
- Brookfield Properties' (PBGC's Headquarters owner/operator) energy reduction efforts:
  - In collaboration with Red Coats, the janitorial contractor, Brookfield continued to implement a green cleaning program at 1200 K Street to include Green Seal certified cleaning products, microfiber cleaning clothes and mops, and HEPA-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.
- In October 2015, 1200 K Street received their BOMA 360 recertification for this property and continue to maintain the best practices evidenced in 2012. BOMA 360 certification is 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.
- Brookfield continues to maintain 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**

- 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

- We do not purchase power or waste management services; these services are provided through 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 and 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.

## Size & Scope of Agency Operations

| Agency Size and Scope   | FY 2014 | FY 2015 |
|---|---------|---------|
| Total Number of Employees as Reported in the President's Budget                         | 1018    |         |
| Total Acres of Land Managed   | N/A     | N/A     |
| Total Number of Buildings Owned   | N/A     | N/A     |
| Total Number of Buildings Leased (GSA and Non-GSA Lease)                                | 9       | 9       |
| Total Building Gross Square Feet (GSF)  | 562,567 | 562,567 |
| Operates in Number of Locations Throughout U.S.   | 7       | 7       |
| Operates in Number of Locations Outside of U.S.   | N/A     | N/A     |
| Total Number of Fleet Vehicles Owned  | N/A     | N/A     |
| Total Number of Fleet Vehicles Leased   | N/A     | N/A     |
| Total Number of Exempted-Fleet Vehicles<br>(Tactical, Law Enforcement, Emergency, Etc.) | N/A     | N/A     |
| Total Amount Contracts Awarded as Reported in FPDS (\$Millions)                         | 61      | 431     |

# Agency Progress and Strategies to Meet Federal Sustainability Goals

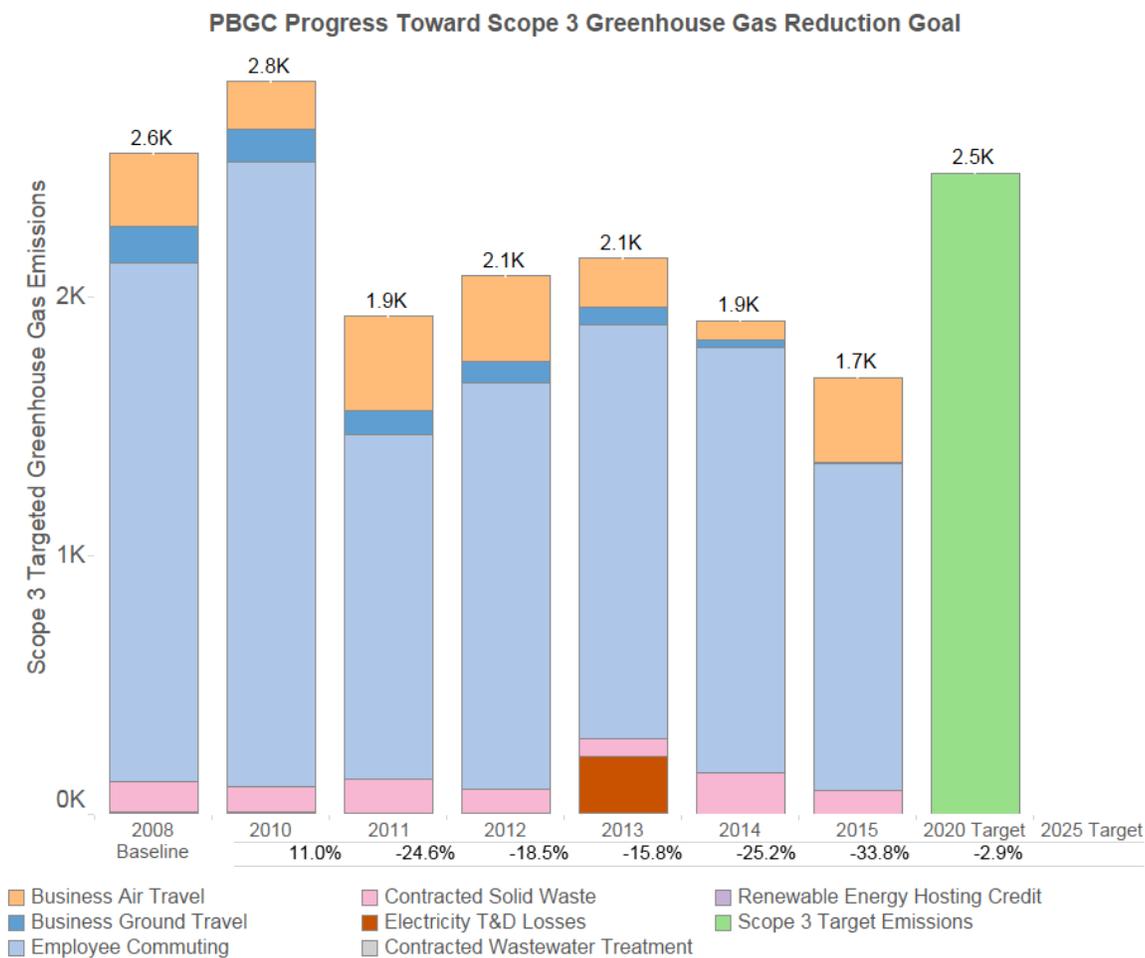
This section provides an overview of progress through FY 2015 on sustainability goals contained in Executive Order 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*, and agency strategies to meet the new and updated goals established by Executive Order 13693, *Planning for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

## Goal 1: Greenhouse Gas (GHG) Reduction

### Scope 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. PBGC's 2025 Scope 3 GHG reduction target is 1.5K.

### 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 critical mission of our agency requires travel. 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 agency requires travel. PBGC's travel division will provide travel tips to consider when traveling.   | Will compare previous year's business air travel numbers   |
| Develop and deploy an employee commuter emissions reduction plan.   | Yes                  | <ul style="list-style-type: none"> <li>(1) Continue to promote telework throughout the agency.</li> <li>(2) Maintain status quo or increase mass transit subsidy usage by 3%.</li> </ul> | Will compare previous year's telework, mass transit subsidy and carpool numbers from prior year. |
| Use an employee commuting survey to identify opportunities and strategies for reducing commuter emissions.  | No                   | Will strive to maintain status quo on percentage of staff receiving mass transit subsidy or commuting in a carpool.  |  |
| Increase and track number of employees eligible for telework and/or the total number of days teleworked.  | Yes                  | Will continue to promote telework throughout the agency. We will look to maintain status quo or increase participation by 3%.  | Will compare previous year's telework numbers.   |
| Develop and implement a program to support alternative/zero emissions commuting methods and provide necessary infrastructure.   | No                   | As a small agency with an already minimal carbon footprint, implementation would not result in a significant decrease.   |  |
| Establish policies and programs to facilitate workplace charging for employee electric vehicles.  | No                   | As a small agency with an already minimal carbon footprint, implementation would not result in a significant decrease.   |  |
| 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. | Yes                  | PBGC currently reports this data annually.   |  |