



Agencywide Objectives, Targets, and Metrics for 2008 through 2010

EPA Office Locations

No.	Office Locations Objectives	Target 2008 through 2010	Metric	Frequency	Drivers	Lead Office
1	Energy Management. Through life-cycle cost-effective methods, EPA Office facilities shall strive to reduce resource consumption and the Agency's carbon footprint through energy conservation practices.	1.1. EPA Offices will reduce greenhouse gas emissions and reduce energy use through energy efficient products, technologies, and practices consistent with the intent of the Energy Policy Act of 2005 (EPAct 2005) and the intent of EO 13423 and its Implementing Instructions.	Number of EPA Offices that have identified and evaluated energy conservation project opportunities	Semiannually	Internal stewardship goals in the EPA Strategic Plan and local EMSs	OA (FMSSD/SFPB)
			Number of EPA Offices that have implemented energy conservation projects			
			Number of EPA Offices using Green Power			
		1.2. Develop and Implement a plan to secure energy use data at federal and leased properties ¹ .	Number of locations producing energy data	Semiannually	Internal stewardship goals in EPA Strategic Plan & local EMSs	OA (FMSSD/SFPB)
2	Vehicle Use and Transportation Programs. Through life cycle cost-effective methods, continue emphasis on Alternative Fuel Vehicle (AFV) acquisitions, improving efficiency in non-AFV acquisitions, and reducing reliance on petroleum-based energy sources by ensuring alternative fuel-capable fleet vehicles are operated on these fuels exclusively. Reduce conventional air pollutants, greenhouse gases (GHGs) and energy usage by increasing participation in Alternative Transportation. Alternative transportation means transportation by bus, rail, or any other publicly or privately owned conveyance that provides to the public general or special service on a regular basis, including carpools and vanpools. Such term also includes a non-motorized transportation system (including the provision of facilities for pedestrians, bicycles, and non-motorized watercraft). [Note: This objective focuses on the EPA-owned vehicle fleet.]	2.1. 75% of fleet acquisitions meet AFV requirements.	% fleet acquisitions that meet AFV requirements	Semiannually	EPAct 2005 – Sec. 303, OMB Transp. Scorecard	OA (FMSSD) with input from Fleet Managers
		2.2. Increase total alternative fuel consumption 10% annually, compounded annually, relative to the Agency baseline for FY 2005.	% increase of total alternative fuel consumption relative to the Agency baseline for FY 2005 [captured in Gasoline Gallon Equivalents (GGEs)]	Quarterly ²	EPAct 2005 – Sec. 303, EISA 2007, E.O.13423 – Sec. 2(g)(ii), OMB Transp. Scorecard	OA (FMSSD) with input from Fleet Managers
		2.3. Ensure that alternative fuels comprise 100% of fuels used in AFVs.	% AF-capable vehicles operating exclusively on alternative fuels	Quarterly ²	EISA 2007, OMB Transp. Scorecard, Internal stewardship goal	OA (FMSSD) with input from Fleet Managers
			% of alternative fuel (less waivers for alternative fuel unavailability or unreasonable costs) used in AF-capable vehicles.			OA (FMSSD) with input from Fleet Managers
		2.4 Reduce the number of alternative fuel use waivers applications at least 2% annually	% reduction in number of alternative fuel use waivers issued	Quarterly ²	EISA 2007, E.O.13423 – Sec. 2(g)(i), OMB Transp. Scorecard	OA (FMSSD) with input from Fleet Managers
		2.5 Total petroleum used by vehicle fleet is reduced 2% annually through the end of FY 2015 relative to the Agency baseline for FY 2005.	Total petroleum use of vehicle fleet in gallons	Quarterly ²	EISA 2007, E.O.13423 – Sec. 2(g)(i), OMB Transp. Scorecard	OA (FMSSD / OHR)
2.6 Confirm/baseline % of office employees participating in Alternative Transportation Programs.	% of employees actively participating in Alternative Transportation Programs	Semiannually	E.O. 13150	OA (FMSSD / OHR)		



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3	Affirmative Procurement. Promote the Affirmative Procurement Program (APP) for green products, including encouraging pilots for new products & green practices, ensuring procurement of water efficient products, and mandatory energy efficient products and services as required by EPA Act 2005 and USDA's designated bio-based products.	3.1 Verify compliance with the Agency Affirmative Procurement Program through periodic quality assessment plan reviews.	All 4 OAM operating divisions and 9 regional contracting offices have APP as a component of their Quality Assessment Plan (QAP) Number of reviews, reports, and/or corrective action plans of QAPs	Quarterly	E.O. 13423 – Sec. 2(d)(i), OMB Environmental Stewardship Scorecard	OAM (PTOD)
		3.2 EPA has in place a comprehensive APP for environmentally preferable products consistent with OMB Scorecard requirements (for green) and the provisions of E.O. 13423 and its Implementing Instructions (see p. 16 of the Implementing Instructions).	Number of acquisition personnel trained in the updated APP Number of OAM operating divisions and regional contracting locations that have updated their QAPs to reflect the expanded list of environmentally preferable products	Quarterly	E.O. 13423 – Sec. 2(d)(i), OMB Environmental Stewardship Scorecard	OAM (PTOD)
		3.3 95% of relevant (e.g. - an EPEAT product is available) electronic product purchases are EPEAT registered products.	Percentage of EPEAT registered product purchases	Quarterly	E.O. 13423 – Sec. 2(d)(i), OMB Environmental Stewardship Scorecard	OAM (PTOD)
4	Paper Consumption. Per EO 13423, reduce Agency paper consumption used for printing and writing by maximizing the level of post-consumer material content in paper products. The minimum level of post-consumer content shall be 50%.	4.1. Confirm/baseline % post-consumer content for all required paper types at EPA facilities.	% of post-consumer material content of paper products at EPA Office facilities	Quarterly	E.O. 13423 – Sec.2(d)(ii)	OA (SHEMD/ FMSD) ³
		4.2. 100% of all paper purchased at EPA facilities will minimally be 50% post-consumer material by content (except where exempted by EO).	% of paper purchases having 50% or greater post-consumer material content	Quarterly	E.O. 13423 – Sec.2(d)(ii)	OA (SHEMD/ FMSD) ³
		4.3 . Establish a baseline of the number of printers, copiers, scanners, and multi-functional devices capable of duplex printing.	Number of printers, copiers, scanners, and multi-functional devices in use with the default setting for duplex printing.	Quarterly	E.O. 13423 – Sec.2(d)(ii)	OA (SHEMD/ FMSD) ³
5	Recycling. Promote solid waste diversion rates and environmental stewardship through pollution prevention and recycling. By 2010 increase the solid waste diversion rate to 45%.	5.1. Verify the 39.9% solid waste diversion rate baseline for 2006 across EPA Office Facilities.	Number of EPA Office facilities that have established solid waste diversion baselines Number of EPA Office facilities that have established recycling and/or reuse baselines	Quarterly	E.O. 13423 – Sec. 2(e)(ii-iii)	OA (FMSD)
		5.2. Conduct assessments to determine appropriate long-term targets and metrics to achieve the waste diversion goal of 45% by 2010	Number of target and metric proposals developed, evaluated and brought forward for implementation to achieve long-term outcomes	Quarterly	E.O. 13423 – Sec. 2(e)(ii-iii)	OA (FMSD)



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No.	Office Locations Objectives	Target 2008 through 2010	Metric	Frequency	Drivers	Lead Office
6	Electronic Stewardship. Promote electronic stewardship through purchase of Electric Product Environmental Assessment Tool (EPEAT)-registered products, operation (including enabling Energy Star features of products), and end of life management strategies for electronic assets and by integrating electronic assets into personal property management systems and programs.	6.1. All appropriate organizations ⁴ will complete their FEC partner registrations.	Number of EPA designated organizations that have completed their FEC partner registrations % of EPA designated organizations meeting applicable FEC Partner requirements within designated timeframes	Semiannually	E.O. 13423 – Sec. 2(h), Interagency Electronic Stewardship MOU, Federal Electronics Challenge (FEC)	OA (SHEMD) with input from OPPT, OEI, and the Regional Offices and Program Offices
		6.2. Develop and implement the Agency Action Plan for meeting Electronic Stewardship goals and objectives, including meeting FEC requirements (i.e. submitting a baseline, annual goals, and an annual report).	% of FEC Implementation Plan action items completed	Quarterly		
7	Sustainable Design. Promote sustainable design in all new and major renovations within EPA Offices, consistent with the Guiding Principles within the MOU for Federal Leadership in High Performance and Sustainable Buildings.	7.1. Implement the Agency Green Check program to explicitly set environmental performance goals for all new major facility and major repair and improvement projects.	% of new major facility and major repair and improvement projects that have gone through the Green Check process (incorporating sustainable design principles)	Semiannually	E.O. 13423 – Sec. 2(f)(i), OMB Environmental Stewardship and Energy Scorecards	OA (FMSSD)
		7.2. Ensure that 15% of the EPA building inventory (as of the end of FY 2015) incorporates sustainable practices called for by the Guiding Principles.	% of EPA building inventory incorporating sustainable practices	Semiannually		
8	Chemical Management. Promote responsible chemical management by minimizing the use of Ozone Depleting Substances (ODS) in facility infrastructure equipment.	8.1 Establish baselines ⁵ for the amount of ODS using equipment and management plans for the equipment, as appropriate.	Number of EPA locations have verified the amount of ODS contained in building equipment	Semiannually	E.O. 13423 – Sec. 2(e)(i)	OA (SHEMD)
			Number of management plans developed in conformance with the provisions of EO 13423 Implementing Instructions, Section VIII, subsection B			

Footnotes:

1. Leased properties includes both GSA and private leases.
2. Data will be entered into the Automotive Statistical Tool (AST) database monthly.
3. OAM (PTOD) will provide paper purchasing data acquired under the Green Blanket Purchase Agreement
4. The 26 organizations are the 10 Regional Offices, 13 Program Offices, and 3 service centers (Las Vegas, Cincinnati, and RTP).
5. An ODS baseline should include measurement of (1) the amount of equipment per ODS or ODS substitute; (2) the intended use for listed equipment; and (3) equipment characteristics such as equipment age and ODS capacity (i.e. refrigerant or fire suppression agent charge size).



Agencywide EMS Objectives, Targets, & Metrics for 2008 through 2010

EPA Laboratories

No.	Laboratory Objectives	Target 2008 through 2010	Metric	Frequency	Drivers	Lead Office
1	Energy Management. Through life-cycle cost-effective methods, EPA Laboratory facilities shall improve energy efficiency and reduce greenhouse gas emissions through reduction of energy intensity every year beginning in FY 2006 up to a cumulative reduction of 30% by 2015. All EPA Laboratory facilities shall use at least 2.5% renewable energy as a percentage of facility electricity use. Reduce water consumption-related energy use. (Note: This objective does not apply to EPA facilities determined to be exempt from the EPACT requirements as a result of certain GSA ownership/lease agreements).	1.1. EPA will reduce its energy use in accordance with E.O. 13423, which requires EPA to reduce annual aggregate energy intensity by 3% below FY 2003 (individual locations will be assigned specific targets to meet aggregate target).	British Thermal Unit (BTU) per gross square foot	Quarterly	EPAct 2005 – Sec. 102, EISA 2007, E.O. 13423 – Sec. 2(a), OMB Energy Scorecard	OA (FMSD)
		1.2. Ensure that at least 50% of statutorily required renewable energy consumed by the Agency in a fiscal year comes from new renewable sources (i.e., placed in service after January 1, 1999).	% electricity use from new renewable sources	Semiannually	EPAct 2005 – Sec. 102, EISA 2007, E.O. 13423 – Sec. 2(a), OMB Energy Scorecard	OA (FMSD)
		1.3. Reduce total water use 16% by FY 2015 (from a 2007 baseline).	Water use (gallons per year)	Semiannually	EISA 2007, E.O. 13423, Sec. 2(c), EPA Internal Goal	OA (FMSD)
			Number of water conservation projects identified and evaluated			
1.4. Develop and implement a plan to meter energy use in 100 percent of appropriate facilities by 2012.	% of EPA Laboratories implementing the metering plan	Semiannually	EISA 2007, OMB Energy Scorecard	OA (FMSD)		
2	Chemical Management. Promote responsible chemical management by minimizing the use of toxic chemicals (including EPA-designated EO 13148 Priority Chemicals) and hazardous substances. Toxic chemicals are defined as those identified by EPCRA and PPA (see 40 CFR 372.65) whereas hazardous substances include the CERCLA-regulated substances identified in 40 CFR 372.101.	2.1. Establish a baseline of the amount of "Toxic Chemicals" ¹ used across EPA Laboratories ² .	Amount of "Toxic Chemicals" ¹ used at all EPA Laboratories:	Annual with periodic program monitoring	E.O.13423 – Sec. 2(e)(i)	OA (SHEMD) with input from Laboratory Directors
			Research/Program/Enforcement Laboratories ³ : On a total consumption basis			
			Regional Laboratories: On a per analysis basis ⁴			
		2.2. Use existing Forum for Environmental Measurements (FEM) to identify and coordinate implementation of pollution prevention best practices across the laboratories.	Number of meetings held and documented	Annual with periodic program monitoring	E.O. 13423 – Sec. 2(e)(i)	OA (SHEMD) with input from Laboratory Directors
			Number of process or analytical method changes recommended that focus on chemical use reduction			
			Number of process or analytical method changes implemented			
		2.3. Locally identify opportunities for reducing chemical use on a total consumption basis for Program laboratories and on a per sample or per analysis basis for Regional laboratories for at least three of the top 15 "Toxic Chemicals" ¹ with quantitative targets set for those opportunities by the end of calendar year 2008 (CY08).	Agencywide, number of laboratory facilities that have identified, screened, and evaluated chemical reduction opportunities	Annual with periodic program monitoring	E.O. 13423 – Sec. 2(e)(i)	OA (SHEMD) with input from Laboratory Directors
			Agencywide, number of laboratory facilities that have established baselines for each opportunity selected for implementation			
			Agencywide, number of laboratory facilities that have established quantitative reduction targets			
Agencywide, number of laboratory facilities that have met established quantitative reduction targets.						



Agencywide EMS Objectives, Targets, & Metrics for 2008 through 2010

EPA Laboratories

No.	Laboratory Objectives	Target 2008 through 2010	Metric	Frequency	Drivers	Lead Office
		2.4 Establish a baseline ⁵ of the EPA facility use of ODSs, including any relevant facility equipment.	Number of EPA Laboratory facilities with ODS baselines developed in conformance with the provisions of EO 13423 Implementing Instructions, Section VIII, subsection B	Annual with periodic program monitoring	E.O. 13423 – Sec. 2(e)(i)	OA (SHEMD) with input from Laboratory Directors
	2.5 Develop ODS Management Plans.	Number of EPA laboratory facilities with an ODS management plan developed in conformance with the provisions of EO 13423 Implementing Instructions, Section VIII, subsection B	E.O. 13423 – Sec. 2(e)(i)		OA (SHEMD) with input from Laboratory Directors	
	2.6 Reduce use of mercury filled thermometers in EPA Laboratories (using the 2007 baseline)	Number of mercury filled thermometers removed, replaced, and/or taken out of service	Annual with periodic program monitoring		E.O. 13423 – Sec. 2(e)(i)	OA (SHEMD) with input from Laboratory Directors
3	Affirmative Procurement. Promote the Affirmative Procurement Program (APP) for green products, including encouraging pilots for new products & green practices, ensuring procurement of water efficient products, and mandatory energy efficient products and services as required by EPAAct 2005.	3.1 Verify compliance with the Agency Affirmative Procurement Program through periodic quality assessment plan reviews.	All 4 OAM operating divisions and 9 regional contracting offices have APP as a component of their Quality Assessment Plan (QAP)	Quarterly	E.O. 13423 – Sec. 2(d)(i), OMB Environmental Stewardship Scorecard	OAM (PTOD)
			Number of reviews, reports, and/or corrective action plans of QAPs			
		3.2 EPA has in place a comprehensive APP for environmentally preferable products consistent with OMB Scorecard requirements (for green) and the provisions of E.O. 13423 and its Implementing Instructions (see p. 16 of the Implementing Instructions).	Number of acquisition personnel trained in the updated APP	Quarterly	E.O. 13423 – Sec. 2(d)(i), OMB Environmental Stewardship Scorecard	OAM (PTOD)
	3.3 95% of relevant (e.g. - an EPEAT product is available) electronic product purchases are EPEAT registered products	Percentage of EPEAT registered product purchases	Quarterly	E.O. 13423 – Sec 2(d)(i), OMB Environmental Stewardship Scorecard	OAM (PTOD)	
4	Vehicle Use. Continue emphasis on Alternative Fuel Vehicle (AFV) acquisitions, improving efficiency in non-AFV acquisitions, and reducing reliance on petroleum-based energy sources by ensuring alternative fuel-capable fleet vehicles are operated on these fuels exclusively.	4.1. 75% of fleet acquisitions meet AFV requirements.	Percentage of fleet acquisitions that meet AFV requirements	Semiannually	EPAAct 2005 – Sec. 303, OMB Transp. Scorecard	OA (FMSD)
		4.2. Increase total alternative fuel consumption 10% annually, compounded annually, relative to the Agency baseline for FY 2005.	% increase of total alternative fuel consumption relative to the Agency baseline for FY 2005 [captured in Gasoline Gallon Equivalents (GGEs)]	Quarterly ⁶	EPAAct 2005 – Sec. 303, EISA 2007, E.O.13423 – Sec. 2(g)(ii), OMB Transp. Scorecard	OA (FMSD)
		4.3. Ensure that alternative fuels comprise 100% of fuels used in AFVs.	% AF-capable vehicles operating exclusively on alternative fuels	Quarterly ²	EISA 2007, OMB Transp. Scorecard, Internal stewardship goal	OA (FMSD) with input from Fleet Managers
	% of alternative fuel (less waivers for alternative fuel unavailability or unreasonable costs) used in AF-capable vehicles.	OA (FMSD) with input from Fleet Managers				



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EPA Laboratories

No.	Laboratory Objectives	Target 2008 through 2010	Metric	Frequency	Drivers	Lead Office
		4.4 Reduce the number of alternative fuel use waivers applications at least 2% annually	% reduction in number of alternative fuel use waivers issued	Quarterly ²	EISA 2007, E.O.13423 – Sec. 2(g)(i), OMB Transp. Scorecard	OA (FMSD) with input from Fleet Managers
		4.5. Total petroleum used by vehicle fleet is reduced 2% annually through the end of FY 2015 relative to the Agency baseline for FY 05.	Total petroleum use of vehicle fleet in gallons	Quarterly ⁶	E.O.13423 – Sec. 2(g)(i), OMB Transp. Scorecard	OA (FMSD)
5	Electronic Stewardship. Promote electronic stewardship through purchase, operation, and end of life management strategies for scientific electronic assets and by integrating electronic assets into personal property management systems and programs.	5.1. Establish a working group (with meetings quarterly) to identify, evaluate, and determine feasible electronics stewardship strategies and practices for EPA Laboratories.	Number of working group meetings held to determine laboratory electronics stewardship opportunities	Quarterly	E.O. 13423 – Sec. 2(h), Federal Electronics Challenge; Interagency FEC MOU	OA (SHEMD) with support from OTOP, OAM, FMSD, and Agency Laboratory Directors
			Number of opportunities selected for piloting or implementation			
6	Recycling. Promote solid waste diversion rates and environmental stewardship through pollution prevention and recycling. By 2010 increase the solid waste diversion rate to 45%.	6.1. Verify the 39.9% solid waste diversion rate baseline for 2006 across EPA Laboratory Facilities.	Number of EPA Laboratories that have established solid waste diversion baselines	Quarterly	E.O. 13423 – Sec. 2(e)(ii-iii); OMB Scorecard	OA (FMSD)
			Number of EPA Laboratories that have established recycling and/or reuse baselines			
		6.2. Number of target and metric proposals developed, evaluated and brought forward for implementation to achieve long-term recycling outcomes	Number of target and metric proposals developed, evaluated and brought forward for implementation to achieve long-term outcomes	Quarterly	E.O. 13423 – Sec. 2(e)(ii-iii)	OA (FMSD)
7	Sustainable Design. Promote sustainable design in all new and major renovations within EPA Laboratories, consistent with the Guiding Principles within the MOU for Federal Leadership in High Performance and Sustainable Buildings. ⁷	7.1. Implement the Agency Green Check program to explicitly set environmental performance goals for all new major facility and major repair and improvement projects.	% of new major facility and major repair and improvement projects that have gone through the Green Check process (incorporating sustainable design principles)	Semiannually	E.O. 13423 – Sec. 2(f)(i), OMB Environmental Stewardship and Energy Scorecards	OA (FMSD)
		7.2. Ensure that 15% of the EPA building inventory (as of the end of FY 2015) incorporates sustainable practices called for by the Guiding Principles.	% of EPA building inventory incorporating sustainable practices	Semiannually	E.O. 13423 – Sec. 2(f)(ii)	OA (FMSD)

Footnotes:

1. Toxic Chemicals are defined as the 5 Priority Chemicals identified by the Interagency Working Group (2004 list; cadmium, lead, PCBs, mercury, and naphthalene) and the top ten TRI chemicals identified in previous EO 13148 Reports by EPA Laboratories (acetonitrile, formaldehyde, hexane, hydrochloric acid, methanol, methylene chloride, nitric acid, toluene, sulfuric acid, and xylene).
2. For Regional and Program Labs that are collocated, separate baselines and reduction targets will be established and reported.
3. e.g., ORD, NEIC, OPP, OAR laboratories.
4. For Regional Laboratories, baselines will be set by taking an average of chemical usage for FY 04, FY 05, and FY06, divided by an average of analyses for FY 04, FY 05, FY 06 for the identified chemical. An analysis is one analytical test through one instrument.
5. An ODS baseline should include measurement of (1) the amount of equipment per ODS or ODS substitute; (2) the intended use for listed equipment; and (3) equipment characteristics such as equipment age and ODS capacity (i.e. refrigerant or fire suppression agent charge size).
6. Data will be entered into the Automotive Statistical Tool (AST) database monthly.
7. The 2007 ASHRAE 90.1, when finalized, is expected to be more stringent than the 2004 ASHRAE 90.1.