

COURT SERVICES AND OFFENDER SUPERVISION AGENCY (CSOSA)

and

PRETRIAL SERVICES AGENCY (PSA)

2014 Strategic Sustainability Performance Plan – June 30, 2014



Agency Point of Contact

Reggie James, CSOSA Associate Director, Office of Administration is the Senior Sustainability Officer (SSO) and point of contact for both the Court Services and Offender Supervision Agency (CSOSA) and the Pretrial Services Agency (PSA). Mr. James can be reached at (202) 220-5707 or reggie.james@csosa.gov. His office is located at CSOSA Headquarters, 633 Indiana Avenue, NW, Washington, DC 20004. Susan Nelson, CSOSA Space Management Officer, is designated as the 'Plus-One' point of contact for CSOSA and PSA and can be reached on 202-220-5733 or at susan.nelson@csosa.gov.

Section 1: Agency Policy and Strategy

I. Agency Policy Statement

The Court Services and Offender Supervision Agency for the District of Columbia (CSOSA) and the Pretrial Services Agency for the District of Columbia (PSA) are committed to planning, designing and implementing environmentally sustainable practices to reduce CSOSA/PSA greenhouse gas (GHG) emissions. Policy Statement 5001 *Environmental, Energy and Transportation Management*, which was signed and issued to all staff on March 11, 2011, undergirds the Agency's efforts to achieve this goal and the reporting requirements of Executive Order (EO) 13514, Federal Leadership in Environmental, Energy and Economic Performance dated October 5, 2009, and related regulations.

CSOSA/PSA's goal is to reduce GHG emissions by 30% by FY 2020 measured against our FY 2008 baseline. To achieve this, we are designing and implementing various projects, which address the full spectrum of GHG emission reduction and sustainable living practices. The projects vary in scope and complexity and include the following: fleet rightsizing with an automated reservation system; use of hybrid and alternative fuel vehicles; waste recycling at all CSOSA/PSA locations; green information technology; sustainable designs in all new leases and renovations; and other GHG reducing and sustainability projects.

II. Sustainability and the Agency Mission

Our mission (CSOSA and PSA) is to increase public safety, prevent crime, reduce recidivism, and support the fair administration of justice in close collaboration with the community. Effective supervision of defendants on pretrial release and offenders provides a crucial service to the courts and the public. We are integrating green practices in both our headquarters and field locations and are exploring initiatives to further incorporate sustainability practices in our offender/defendant supervision activities. As an example, we are currently exploring the installation of waterless fixtures in our drug testing sample collection centers.

Reggie James
Senior Sustainability Officer

Date

Executive Summary

The Court Services and Offender Supervision Agency for the District of Columbia (CSOSA) and the Pretrial Services Agency for the District of Columbia (PSA) are committed to planning, designing and implementing environmentally sustainable practices in all agency activities to reduce CSOSA/PSA greenhouse gas (GHG) emissions. CSOSA/PSA will achieve this goal and the reporting requirements of Executive Order (EO) 13514, dated October 5, 2009, Federal Leadership in Environmental, Energy and Economic Performance and related regulations through its Policy Statement 5001 *Environmental, Energy and Transportation Management*, which was signed and issued to all CSOSA and PSA employees on March 11, 2011.

CSOSA/PSA's goal is to reduce GHG emissions by 30% by FY 2020 measured against our FY 2008 baseline (3,176 MT Co2e). To achieve this, we are designing and implementing various projects, which address the full spectrum of GHG emissions reductions and sustainable living practices. The projects vary in scope and complexity and include the following: fleet rightsizing with an automated reservation system; a vehicle fleet that consists of 80% hybrid and 20% alternative fuel vehicles; waste recycling at all CSOSA/PSA locations; green information technology; sustainable designs in all new leases and renovations; and other GHG-reducing and sustainability projects.

During Fiscal Year 2011, CSOSA/PSA focused its resources on educating its staff on the importance of and their role in the Agency's sustainability effort. We found that it was difficult to move forward with sustainability projects without a solid in-house knowledge base. We began with training the entire Facilities staff and a portion of our Procurement staff in LEED (Leadership in Energy and Environmental Design) certification requirements to develop an understanding of the importance of sustainable practices in our buildings. Agency leadership provided resources for staff to participate in varied educational programs including Energy & Sustainability Summits, the Energy Gov. Green conference and Green Gov symposium. Additionally, Agency staff were provided tuition reimbursement for courses in the Sustainable Design Program at the Catholic University of America. As a result of those educational programs, the Agency issued a green cleaning contract for the seven buildings for which it controls janitorial services; installed environmentally-friendly finishes and water reducing fixtures as part of all renovation projects, and required recycling of demolished materials; required that computer purchases be EPEAT and Energy Star rated; implemented a document destruction program through a shred vendor that recycles; increased the purchase of office supplies that contain recycled content; and partnered with the Washington Area Bicycle Association to install bike racks at our facilities. In FY 2013, the Agency dedicated more attention to contractors/vendors to ensure that green products, energy saving equipment, and hybrid/alternative fuel vehicles were used in our contracted services.

We have empowered and inspired all staff who work at CSOSA and PSA to act sustainably and responsibly through an ongoing awareness campaign. This included providing reusable water bottles to all staff as part of the Government-wide 'Let's Move' Campaign during FY2013 which we reminded them to incorporate green practices throughout the day by exercising, biking to work, and reducing vehicular use. To further promote and encourage sustainability practices among our staff, we implemented the Green Messenger, an electronic mailbox that sends and receives eco-friendly updates and reminders. Our Facilities staff provides regular updates to employees on how to save energy in their daily lives and during extreme weather events.

Introduction

Agency Instructions

INSTRUCTIONS: Use this OMB MAX template for preparing and submitting the 2014 Strategic Sustainability Performance Plans (Sustainability Plans) and any appendices. This template has been pre-populated with specific data tables and graphs that contain performance data from the most recent fiscal year (2013) as provided by your agency; therefore, agencies should not need to change these pre-populated tables or graphs. If an agency finds errors in the tables or graphs, please contact CEQ. The Sustainability Plans and any associated appendices should be submitted to CEQ and OMB through MAX Collect no later than June 30, 2014. Agency submissions are considered draft, pre-decisional, and should not be released publically. Do not add text into the box below.



Cover Page

INSTRUCTIONS: Attach a PDF document of the agency's 2014 Cover Page that includes: 1) agency name; 2) 2014 Strategic Sustainability Performance Plans 3) submission date; 4) point(s) of contact; and 5) contact information. Agencies may use graphics and artwork on the Cover Page.

Policy Statement

INSTRUCTIONS: Attach a PDF copy of the agency's updated and signed 2014 Policy Statement. The Policy Statement is a brief, one page, statement of commitment to sustainability and compliance with environmental and energy statutes, regulations, and Executive Orders. The Policy Statement is the agency's current and formal commitment to pursuing and achieving sustainability goals and targets and must be signed by the Senior Sustainability Officer or the head of the agency.

Executive Summary

INSTRUCTIONS: Attach a PDF copy of the agency's 2014 Executive Summary. The Executive Summary should generally be 3-5 pages in length but should be no more than 10 pages in length. The Executive Summary may contain graphics, photos, etc. For more information on the suggested content and layout of the Executive Summary please click on the link directly below these instructions. For more information please go to <https://max.omb.gov/community/display/Sustainability/Overview-Cover+Page%2CPolicy+Statement%2C+Executive+Summary%2C+Table+of+Contents>.

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Ensure that the Table of Contents is correct. Scorecard agencies MAY NOT delete any sections. Smaller boards/commissions should delete inapplicable section(s).

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Size & Scope of Agency Operations

Table 1: Agency Size & Scope

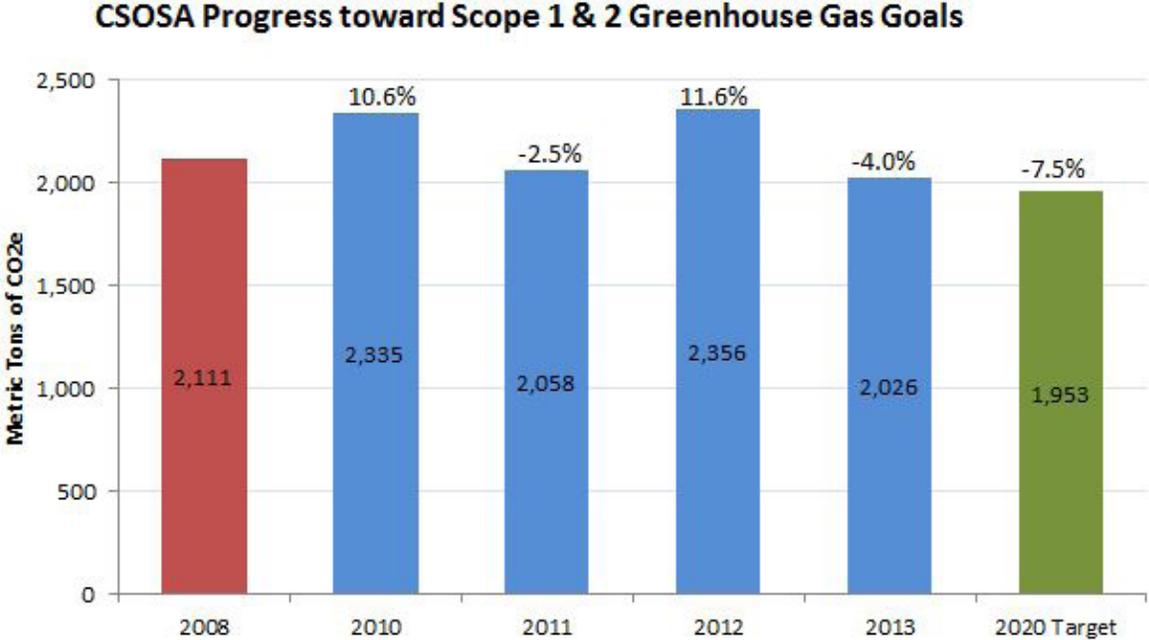
INSTRUCTIONS: Enter the appropriate FY 2013 data for your agency.

| Agency Size & Scope | FY 2012 | FY 2013 | Actions |
|---|--|---|---------|
| Total Number of Employees as Reported in the President's Budget | 1,267 FTE reported for FY 2012 in the FY 2013 PB | 1186 FTE reported for FY 2013 in the FY 2014 PB | |
| Total Acres of Land Managed | 0 | 0 | |
| Total Number of Buildings Owned | 0 | 0 | |
| Total Number of Buildings Leased (GSA and Non-GSA Lease) | 14 | 14 | |
| Total Building Gross Square Feet (GSF) | 421.5 | 342.05 | |
| Operates in Number of Locations Throughout U.S. | 0 | 0 | |
| Operates in Number of Locations Outside of U.S. | 0 | 0 | |

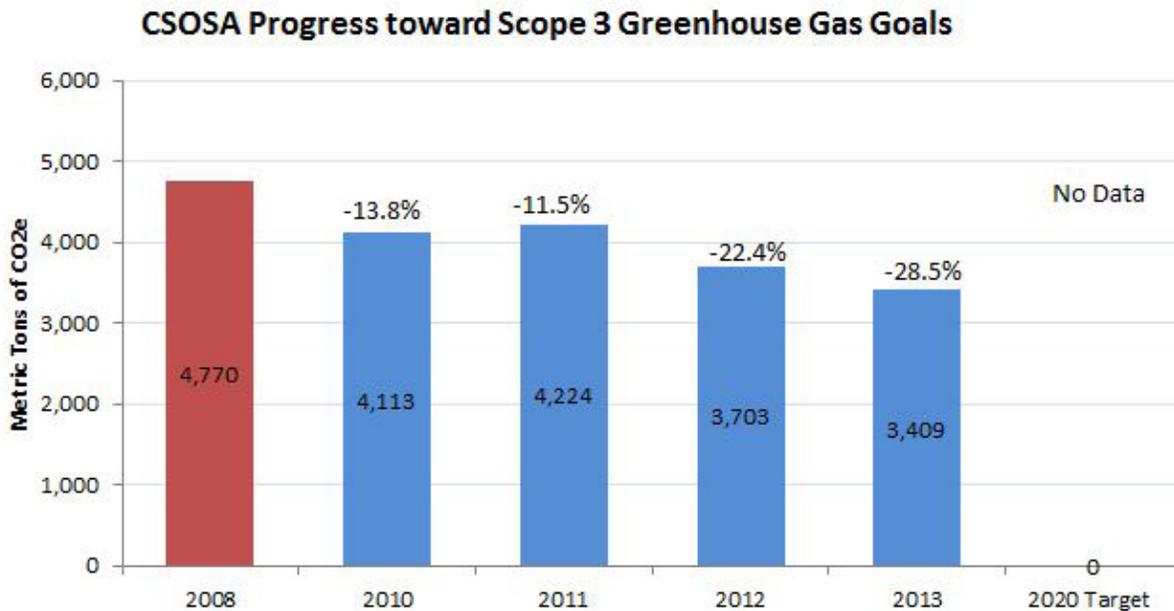
| | | | |
|--|-----------------|-----------------|--|
| Total Number of Fleet Vehicles Owned | 0 | 0 | |
| Total Number of Fleet Vehicles Leased | 76 | 76 | |
| Total Number of Exempted-Fleet Vehicles (Tactical, Law Enforcement, Emergency, Etc.) | 0 | 0 | |
| Total Amount Contracts Awarded as Reported in FPDS (\$Millions) | \$49,640,622.68 | \$38,078,726.36 | |

Goal 1: Greenhouse Gas (GHG) Reduction

Scope 1&2 GHG Reductions



Scope 3 GHG Reductions



Agency Progress Toward Scope 1 & 2 GHG Goal

E.O. 13514 requires each agency establish a Scope 1 & 2 GHG emission reduction target to be achieved by FY 2020. The red bar represents the agency's FY 2008 baseline. The green bar represents the FY 2020 target reduction. The blue bars represent annual agency progress towards achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2008 baseline. A negative percentage value indicates that the emissions have decreased compared to the 2008 baseline.

Figure 1-1

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

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

INSTRUCTIONS: In Table 1-1 below, list ONLY the top five priority strategies that the agency will implement in FY 2014 to pursue Goal 1 Scope 1 & 2 GHG reductions. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable (NA) or "No", an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is "Yes" provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies

may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 next 12 months |
|---|----------------------|---|---|
| Use the FEMP GHG emission report to identify/target high emission categories and implement specific actions to resolve high emission areas identified | Yes | The FEMP report is used to analyze areas of concern that can be improved to decrease emissions. | The reports help the agency to identify emission issues and areas of improvement. Emission goals are analyze on a continual basis. |
| Ensure that all major renovations and new building designs are 30% more efficient than applicable code | Yes | All major renovation is thoroughly analyzed by CSOSA/ PSA facilities department to make sure all renovations are more efficient than the applicable code. | Future renovation projects will be 800 North Capital and 25 K relocation and renovation projects. |
| Implement in EISA 432 covered facilities all lifecycle cost effective ECMs identified | N/A | N/A | |
| Reduce on-site fossil-fuel consumption by installing more efficient boilers, generators, furnaces, etc. and/or use renewable fuels | Yes | CSOSA / PSA only have two sites that currently operate boilers, generators and etc. Facilities are always proactive in finding ways to reduce fuel consumption. | Gas fired boilers have been installed at the RSC which was transferred over from steam. 633 Indiana Ave also uses energy-efficient boilers, generators and etc. |
| Reduce grid-supplied electricity consumption by improving/upgrading motors, boilers, HVAC, chillers, compressors, lighting, etc. | Yes | <ol style="list-style-type: none"> 1. Boiler's, chillers, motors, HVAC, compressors, lighting have been updated at 1900 Mass Ave SE 2. HVAC, compressors, lighting have | Continue to monitor all equipment to make sure that we continue to reduce energy consumption. |

| | | | |
|---|-----|---|---|
| | | <p>been updated at 3850 S. Cap</p> <p>3. Boiler's, chillers, motors, HVAC, compressors, lighting have been updated at 633 Indiana Ave</p> | |
| Employ operations and management best practices for energy consuming and emission generating equipment | Yes | The boilers and generators at our sites undergo a Preventative Maintenance program ensures our equipment is efficient and working properly. | We will continue to monitor the emissions generating equipment for proper usage and sustainable operations. |
| Install building utility meters and benchmark performance to track energy and continuously optimize performance | No | The agency budget has not supported utility metering or benchmarking due to funding constraints. | We are hopeful that future efforts will allow our agency to begin metering and benchmarking. |

Agency Progress towards Scope 3 GHG Goal

E.O. 13514 requires each agency establish a Scope 3 GHG emission reduction target to be achieved by FY 2020. The red bar represents the agency's FY 2008 baseline. The green bar represents the FY 2020 reduction target. The blue bars represent annual agency progress on achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2008 baseline. A negative percentage value indicates that the emissions have been decreased compared to the FY 2008 baseline.

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

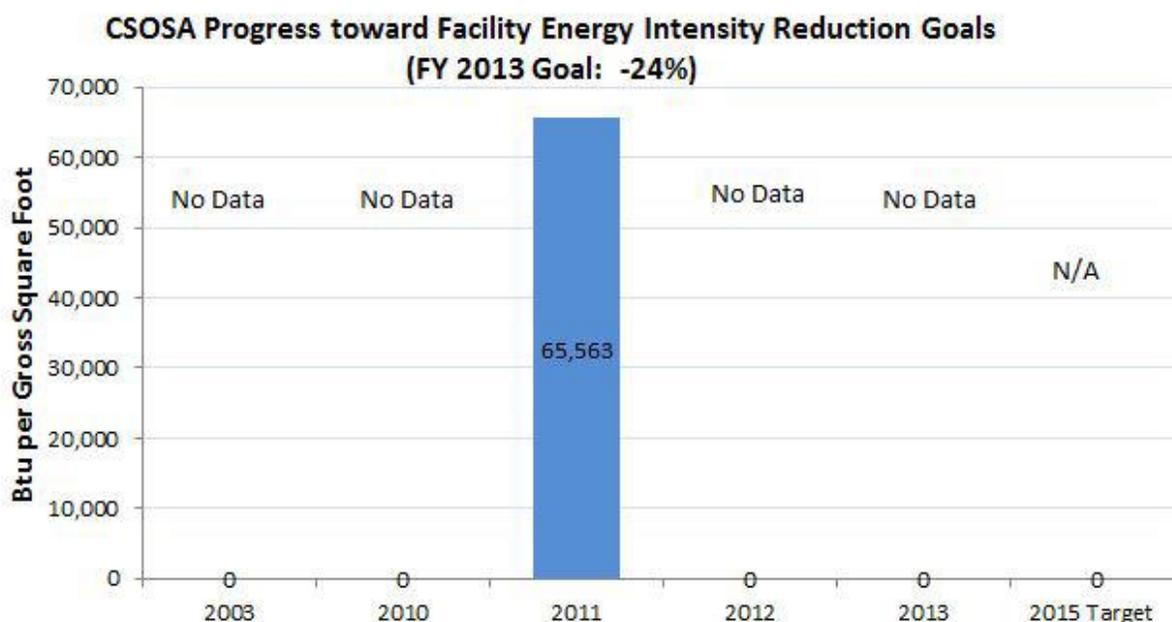
INSTRUCTIONS: In Table 1-2 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 1 Scope 3 GHG reductions. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable ("NA"□□) or "No"□□, an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is "Yes"□□, provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 | Actions |
|--|----------------------|--|--|---------|
| Develop and deploy employee commuter reduction plan | Yes | The agency has participated in the commuter survey and has begun to develop strategies to reduce our commuter mileage. | We have used the data from the survey to develop strategies to reduce the GHG emitted by our travel. The goal is to increase carpooling and bike riding for our staff. | |
| Reduce employee business ground travel | Yes | The agency has implemented shuttle services to decrease local business ground travel; and reduced employee out of state conference travel. | Currently we have increased the frequency of our shuttle routes to decrease the staff use of personal vehicles or Gov's. | |
| Reduce employee business air travel | Yes | The agency has reduced business air travel by localizing the workshops and online seminars. | Staff is encouraged to find local trainings if possible before looking outside the DMV area. | |
| Use employee commuting survey to identify opportunities and strategies for reducing commuter emissions | Yes | The agency has participated in the commuter survey and has begun to develop strategies to reduce our commuter emissions. | Reducing travel for meetings by using conference call methods, video conferencing and emails. | |
| Increase number of employees eligible for telework and/or the total number of days teleworked | Yes | Teleworking and decreasing the agency footprint is an initiative that the agency currently is performing. | The agency encouraged management to promote teleworking within each branch. | |

| | | | | |
|--|-----|--|--|--|
| | | | | |
| Develop and implement bicycle commuter program | Yes | CSOSA/ PSA has initiated bike programs to jump start the bike program. | PSA has initiated a bike directive and policy that rewards staff monetarily for biking to work. CSOSA/ PSA have participated in bike challenges and group projects to encourage staff to bike to work. | |
| Provide bicycle commuting infrastructure | Yes | The agency has installed bike racks at all of CSOSA field sites. CSOSA/ PSA have implemented bike challenges to increase staff interest of in biking versus driving to work. | The agency will increase the number of bike racks as the number of bikers increases. | |

Goal 2: Sustainable Buildings

Facility Energy Intensity Reduction



Agency Progress toward Facility Energy Intensity Reduction Goal

E.O. 13514 Section 2 requires that agencies consider building energy intensity reductions. Further, the Energy Independence and Security Act of 2007 (EISA) requires each agency to reduce energy intensity 30 percent by FY 2015 as compared to the FY 2003 baseline. Agencies are expected to reduce energy intensity by 3 percent annually to meet the goal. The red bar represents the agency's FY 2003 baseline. The green bar represents the FY 2015 target reduction. The blue bars show annual agency progress on achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2003 baseline. A negative percentage value indicates that the energy intensity has been decreased compared to the FY 2003 baseline.

Figure 2-1

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

Agency Progress toward Total Buildings Meeting the Guiding Principles

E.O. 13514 requires that by FY 2015, 15 percent of agencies' new, existing, and leased buildings greater than 5,000 square feet meet the Guiding Principles. In order to meet the FY 2015 goal, agencies should have increased the percentage of conforming buildings by approximately 2 percent annually from their FY 2007 baseline. The green bar represents the FY 2015 target. The blue bars represent annual agency progress on achieving this target.

Figure 2-2

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

Table 2: Goal 2 Strategies & " Sustainable Buildings

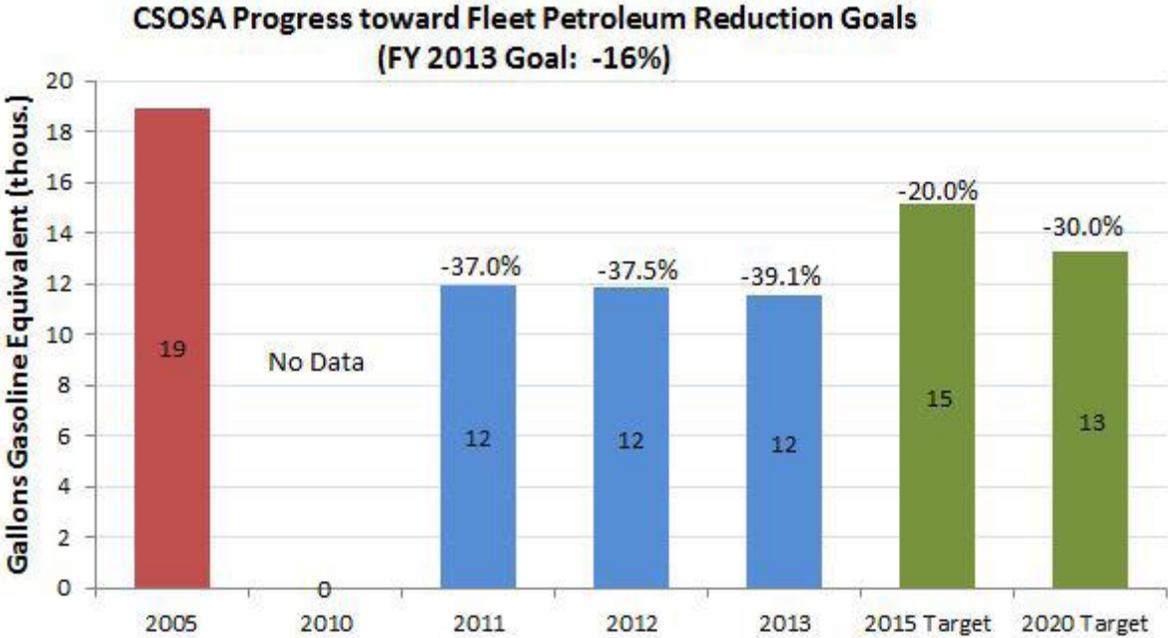
INSTRUCTIONS: In Table 2 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 2. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable ("NA" or "No", an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is "Yes", provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 | Actions |
|---|----------------------|---|--|---------|
| Incorporate green building specifications into all new construction and major renovation projects | YES | The Office of Facilities works along with contractors and designers, through contract language and negotiations, to make sure green specifications are implemented in projects and designs. | Renovation projects for 800 North Capital and 25 K street replacement facilities. | |
| Redesign or lease interior space to reduce energy use by daylighting, space optimization, sensors/control system installation, etc. | YES | All spaces are analyzed to find best use of space with the proper lighting, and control systems that will reduce energy use. | Occupancy sensing, sensed switches, t-8 bulb replacement and lighting projects have been some projects implemented to reduce energy usage. | |
| Deploy CEQ Implementing Instructions - Sustainable Locations for Federal Facilities | Yes | CSOSA/ PSA works along with GSA to designate future federal sites. | All locations are selected by GSA. | |
| Include in every construction contract all applicable sustainable acquisition requirements for recycled, bio-based, energy efficient, and environmentally preferable products | Yes | Designers, contractors and staff are encouraged to select sustainable products as long as it is within budget constraints. | Continue to analyze all products and include products that best fit the Agency's budget and design strategy. | |

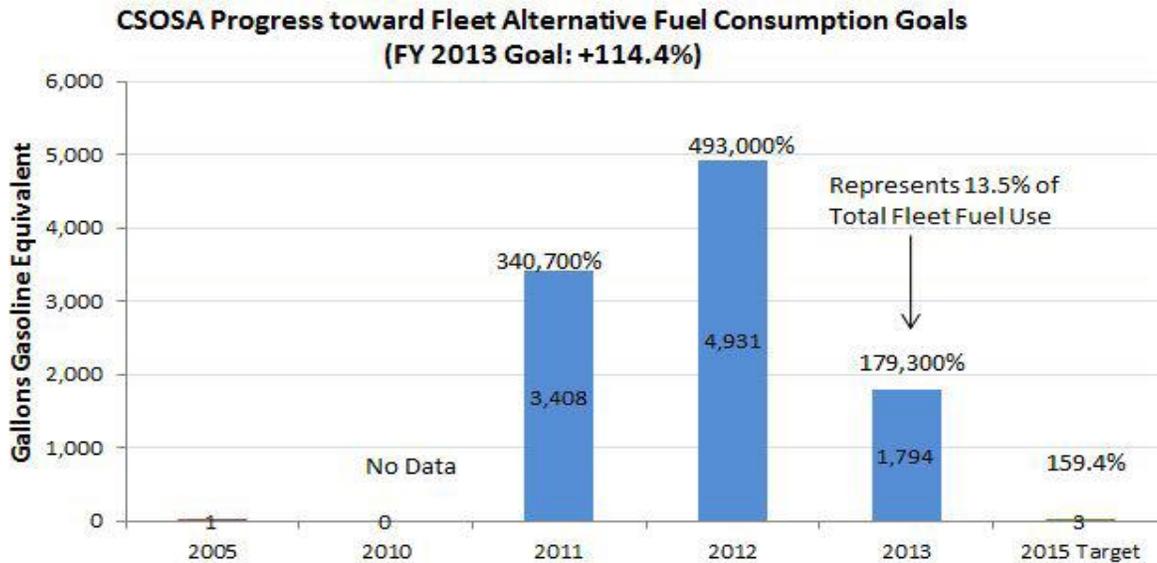
| | | | | |
|--|-----|--|--|--|
| Develop and deploy energy and sustainability training for all facility and energy managers | Yes | All facility managers are trained on sustainable acquisition, product selections, terminology, energy usage and environmental aspects that affect all of our facilities. | Continual training will be issued to all facility staff. | |
|--|-----|--|--|--|

Goal 3: Fleet Management

Fleet Petroleum Use Reduction



Fleet Alternative Fuel Consumption



Agency Progress toward Fleet Petroleum Use Reduction Goal

E.O. 13514 and the Energy Independence and Security Act of 2007 (EISA) require that by FY 2015 agencies reduce fleet petroleum use by 20 percent compared to a FY 2005 baseline. Agencies are expected to achieve at least a 2 percent annual reduction and a 30 percent reduction is required by FY 2020. The red bar represents the agency's FY 2005 baseline. The green bars represent the FY 2015 and FY 2020 target reductions. The blue bars represent annual agency progress on achieving these targets. The percentage at the top of each bar represents the reduction or increase from the FY 2005 baseline. A negative percentage indicates a decrease in fleet petroleum use.

Figure 3-1

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

Agency Progress toward Fleet Alternative Fuel Consumption Goal

E.O. 13423 requires that agencies increase total alternative fuel consumption by 10 percent annually from the prior year starting in FY 2005. By FY 2015, agencies must increase alternative fuel use by 159.4 percent, relative to FY 2005. The red bar represents the agency's FY 2005 baseline. The green bar represents the FY 2015 target. The blue bars represent annual agency progress on achieving this target. The percentage at the top of each bar represents the reduction or increase from the FY 2005 baseline. A negative percentage indicates a decrease in fleet alternative fuel use.

Figure 3-2

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

Table 3: Goal 3 Strategies & “ Fleet Management

INSTRUCTIONS: In Table 3 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 3. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable ("NA" •) or "No", an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is "Yes", provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

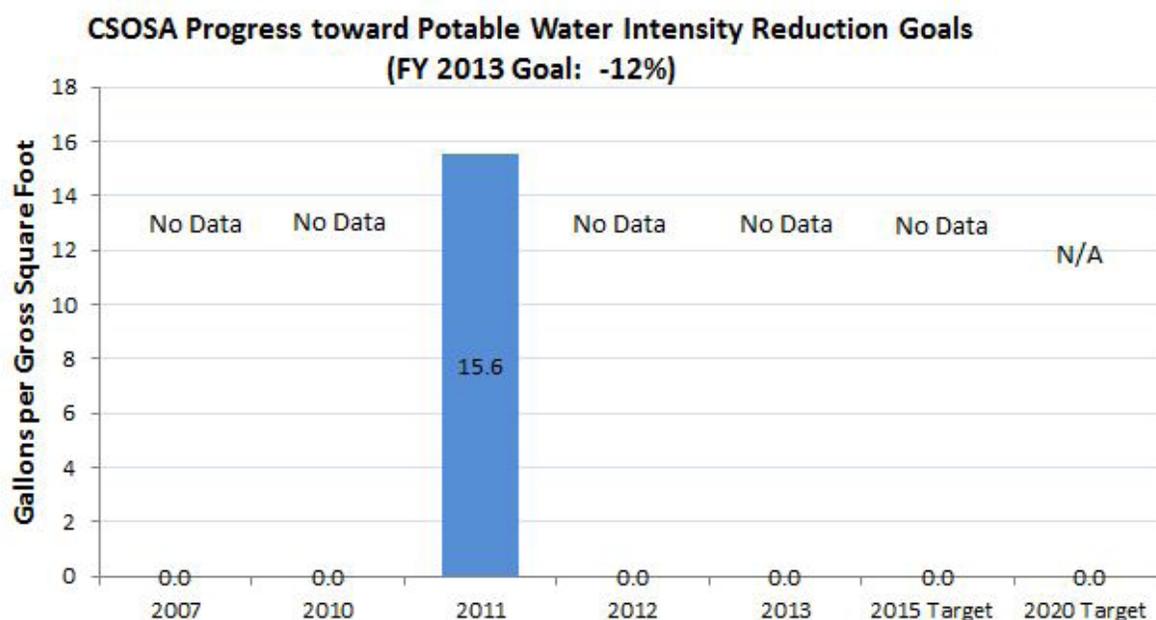
| (A) Will the agency implement the following strategies to achieve this goal? | (B) Top 5? Yes/No/NA | (C) Strategy narrative | (D) Specific targets/metrics to measure strategy success including milestones to be achieved in the next 12 months |
|--|----------------------|--|--|
| Optimize/Right-size the composition of the fleet (e.g., reduce vehicle size, eliminate underutilized vehicles, acquire and locate vehicles to match local fuel infrastructure) | YES | Locate E85 vehicles near fuel sources; Smallest vehicle type is procured for its function; vehicle utilization assessed periodically and changes made when it makes sense | Wherever it makes programmatic sense, match fleet vehicle type to agency site-user needs and locate the E85 vehicles near fuel sources to ensure fueling of the alternative fuel in the dual-fuel vehicles. Vehicle use patterns are analyzed and vehicles are relocated to match use types with the appropriate vehicle type. |
| Reduce miles traveled (e.g., share vehicles, improve routing with telematics, eliminate trips, improve scheduling, use shuttles, etc.) | YES | Strategy to reduce miles traveled is to encourage ride-sharing, support staff's use of agency shuttles, boost use of local subway system, and provide GOV users with access to GPS Navigational units to improve route efficiency. | The agency encourages ride-sharing amongst staff to increase safety while conducting field work, which also increases the efficiency of fleet usage. The agency has begun a pilot program of Smart trip metro card usage to increase the use of public transportation |

| | | | |
|--|------------|---|---|
| | | | <p>where available and reduce miles traveled . The agency will analyze the shuttle bus routes in the next 12 months and adjust them to conform to user patterns and preferences.. The agency has purchased the GPS Navigation Units to share among fleet users; their distribution is pending an Operation Instruction which is expected to be enacted within the next 12 months.</p> |
| <p>Acquire only highly fuel-efficient, low greenhouse gas-emitting vehicles and alternative fuel vehicles (AFVs)</p> | <p>YES</p> | <p>To obtain vehicles in alignment with the Vehicle Allocation Methodology (VAM), ensuring GSA lease-replacement vehicles are only highly fuel-efficient, low greenhouse gas-emitting vehicles and alternative fuel vehicles (AFVs).</p> | <p>Any vehicles which GSA targets for replacement in the next 12 months will match VAM description, unless there is a Functional Needs Exemption (FNE), or if GSA does not provide a vehicle which matches our Agency Replacement Vehicle Request, or if a Program change occurred which supersedes the VAM baseline plan.</p> |
| <p>Increase utilization of alternative fuel in dual-fuel vehicles</p> | <p>YES</p> | <p>To Educate GOV drivers with the need to increase E85 use and to ensure they fill up with this fuel every time. To provide VIL fuel keys on E85 vehicle key chains to provide drivers the option to obtain alternative fuel from local military base.</p> | <p>Target reports from GSA Fleet Drive-Thru will be used to reveal any times users have fueled regular gas in E85 vehicles, and to provide guidance to the use-group to where they can obtain the fuel why it is required.</p> |
| <p>Use a Fleet Management Information System to track fuel consumption throughout the year for agency-owned, GSA-leased, and commercially-leased</p> | <p>YES</p> | <p>To use the information electronically stored in the GSA Fleet Drive-Thru as the Fleet Management Information System for all agency vehicles (all</p> | <p>The Agency will use information stored in the GSA Fleet Drive-Thru and in GSA F.A.S.T. to analyze fleet data about fuel consumption throughout the year.</p> |

| | | | |
|--|-----|---|---|
| vehicles | | are GSA-Leased) | |
| Increase GSA leased vehicles and decrease agency-owned fleet vehicles, when cost effective | YES | The Agency Goal was to eliminate Commercial-leased vehicles and convert all vehicles to GSA-Leased. Agency does not own any vehicles. | The Agency was successful in converting all of the Commercial-leased vehicles to GSA-Leased in FY2013. All Vehicles are now, and will continue to be GSA-Leased in the next 12 months and onward. |

Goal 4: Water Use Efficiency & Management

Water Intensity Reduction



Agency Progress toward Potable Water Intensity Reduction Goal

E.O. 13514 requires agencies to reduce potable water intensity by 2 percent annually through FY 2020 compared to an FY 2007 baseline. A 16 percent reduction is required by FY 2015 and a 26 percent reduction is required by FY 2020. The red bar represents the agency's FY 2007 baseline. The green bars represent the FY 2015 and FY 2020 target reductions. The blue bars represent annual agency progress on achieving these targets. The percentage at the top of each bar represents the reduction or increase from the FY 2007 baseline. A negative percentage value indicates that potable water use intensity has decreased compared to the FY 2007 baseline.

Figure 4-1

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

Table 4: Goal 4 Strategies & Water Use Efficiency & Management

INSTRUCTIONS: In Table 4 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 4. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable ("NA") or "æNo" , an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is "Yes", provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 | |
|--|-------------------------|--|--|--|
| Purchase and install high efficiency technologies (e.g., Water Sense) | No | Not included in budget for FY2014 | High efficiency technologies will be incorporated into replacement facilities. | |
| Prepare and implement a water asset management plan to maintain desired level of service at lowest life cycle cost (for best practices from the EPA, | Yes | CSOSA has in place limited use control faucets and time controlled sprinkler system. | Monitored bi-annually to reach a set goal of water usage reduction. | |

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| go to http://go.usa.gov/KvbF) | | | | |
| Minimize outdoor water use and use alternative water sources as much as possible | Yes | CSOSA has time controlled sprinkler system in place. | Monitored bi-annually to reach a set goal of water usage reduction. | |
| Design and deploy water closed-loop, capture, recharge, and/or reclamation systems | NA | CSOSA has a energy recovery unit (ERU) in place that recycle unused water. | Monitored monthly to reach a set goal of water usage reduction. | |
| Install advanced meters to measure and monitor (1) potable and (2) industrial, landscaping and agricultural water use | No | Not included in budget for FY2014 | | |
| Develop and implement programs to educate employees about methods to minimize water use | Yes | Provide in-house programs such as: 1. Energy fair 2. contests 3. Classes | Every 3 months there should be a an energy campaign to promote sustainability programs | |
| Assess the interconnections and dependencies of energy and water on agency operations, particularly climate change effects on water which may impact energy use | Yes | Hire an energy consultant to conduct quarterly studies on controlling CSOSA's energy usage based on the climate change. | Monitored monthly to reach a set goal of water and energy usage reduction. | |

Goal 5: Pollution Prevention & Waste Reduction

Agency Progress toward Pollution Prevention & Waste Reduction

E.O. 13514 requires that Federal agencies promote pollution prevention and eliminate waste. The E.O. requires agencies to minimize the use of toxic and hazardous chemicals and pursue acceptable alternatives. It also requires agencies minimize waste generation through source reduction, increase diversion of compostable materials, and by the end of FY 2015 divert at least 50% of non-hazardous and 50% of construction and demolition debris.

Table 5: Goal 5 Strategies & “ Pollution Prevention & Waste Reduction

INSTRUCTIONS: In Table 5 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 5. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable (“NA”) or “No”, an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is “Yes”, provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 | Actions |
|---|----------------------|--|---|---------|
| Eliminate, reduce, or recover refrigerants and other fugitive emissions | Yes | CSOSA contract vendors are contracted to maintain mechanical systems and repair and replace components. Along with the repair, refrigerants are routinely added and replaced to provide proper efficiency of the system. | CSOSA will continue to monitor the practices of all contracted vendors as they maintain mechanical systems at all of our field sites. | |
| Reduce waste generation through elimination, source reduction, and recycling | Yes | The agency has implemented recycling and waste and reduction plans throughout the agency. | Continue to decrease the amount of waste generated and increase the amount of recyclables. | |
| Implement integrated pest management and improved landscape management practices to reduce and eliminate the use of toxic and hazardous | Yes | Pest Management and Landscaping practices are used at all field sites in accordance with OSHA and | Continue to support plans that will eliminate toxic and hazardous chemicals and materials. | |

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| chemicals/materials | | environmental health standards. | | |
| Establish a tracking and reporting system for construction and demolition debris elimination | N/A | All debris tracking is performed by contracted vendors. | N/A | |
| Develop/revise Agency Chemicals Inventory Plans and identify and deploy chemical elimination, substitution, and/or management opportunities | Yes | All chemical listings, and inventory lists are reviewed by facilities and procurement. Instructions for management of chemicals are issued in contract language of contracts. | Continue to monitor and manage chemical inventory. | |
| Take inventory of current HFC use and purchases | NA | Not a part of the agencies procurements. | | |
| Require high-level waiver or contract approval for any agency use of HFCs | NA | No HFCs at CSOSA/PSA sites. | | |
| Ensure HFC management training and recycling equipment are available | NA | No HFCs at CSOSA/PSA sites. | | |

Goal 6: Sustainable Acquisition

Agency Progress toward Sustainable Acquisition Goal

E.O. 13514 requires agencies to advance sustainable acquisition and ensure that 95 percent of applicable new contract actions meet federal mandates for acquiring products that are energy efficient, water efficient, bio-based, environmentally preferable, non-ozone depleting, recycled content, or are non-toxic or less toxic alternatives, where these products meet performance requirements. To monitor performance, agencies perform quarterly reviews of at least 5 percent of applicable new contract actions to determine if sustainable acquisition requirements are included.

IMPLEMENTATION:

The Office of Procurement instituted a compliance review to ensure new solicitations and resulting contracts are issued with clauses fostering the sustainability of technologies, materials, products, and services in accordance with FAR 23.103-Sustainable Acquisitions and E.O. 13514. Furthermore, the procurement staff has been thoroughly briefed on the requirements of E.O. 13514, and is already incorporating sustainability strategies into acquisition plans by implementing performance measures to protect and improve the quality of the environment. For example, our new facilities maintenance contract requires “Green Cleaning” as part of the performance standards. This contract specifically requires the contractor to use green cleaning products and processes, and demonstrate such capability by submitting a green cleaning plan to the Contracting Officer’s Representatives.

Since the inception of the Federal Acquisition Regulation Standard Commercial Clauses (FAR 52-212-4 and 52-212-5), all new contracts have been issued enforcing the use of recyclable products and energy efficiency in energy-consuming products. To further our efforts to meet E.O. 13514, the clauses listed below are incorporated in all solicitations and contracts and we review all contracts to identify opportunities where performance measures can be incorporated for compliance with sustainable acquisitions.

[52.223-10](#), Waste Reduction Program; [52.223-3](#), Hazardous Material Identification and Material Safety Data; [52.223-12](#), Refrigeration Equipment and Air Conditioners; [52.223-2](#), Affirmative Procurement of Biobased Products Under Service and Construction Contracts; [52.223-4](#), Recovered Material Certification; [52.223-5](#), Pollution Prevention and Right-to-Know Information; [52.223-10](#), Waste Reduction Program; [52.223-1](#), Bio-based Product Certification; [52.223-11](#), Ozone-Depleting Substances; [52.223-16](#), IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products; and, [52.223-13](#), Certification of Toxic Chemical Release Reporting.

METHOD OF EVALUTION IMPLEMENTATION:

The Office of Procurement will provide training to Contracting Officer’s Representatives (CORs) to institute performance monitoring for measuring quality standards for sustainable Acquisitions requirements.

Figure 6-1

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEO.

Table 6: Goal 6 Strategies & “ Sustainable Acquisition

INSTRUCTIONS: In Table 6 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 6. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable (“NA”) or “No”, an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is “Yes”, provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 month. | Actions |
|---|----------------------|---|---|---------|
| Update and deploy agency procurement policies and programs to ensure that federally-mandated designated sustainable products are included in all relevant procurements and services | Yes | Conduct compliance reviews to ensure new solicitations and resulting contracts are issued with clauses fostering the sustainability of technologies, materials, products, and services in accordance with FAR 23.103-Sustainable acquisitions and E.O13514. | Increase energy reference product purchases and environmentally sustainable service acquisitions by %15 in FY 2015. | |
| Deploy corrective actions to address identified barriers to increasing sustainable procurements with special emphasis on biobased purchasing | Yes | Continued procurement reviews to identify ways to increase sustainable acquisition and institute and implement performance based contracting incentivizing contractors to use bio-based products and environmental preferable services. | Increase performance based contracting which incentivize contractor to use bio-based products and environmental preferable services | |
| Include biobased and other FAR sustainability clauses in all applicable construction and other relevant service contracts | Yes | | | |

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| Review and update agency specifications to include and encourage biobased and other designated green products to enable meeting sustainable acquisition goals | Yes | Through on-going acquisition planning, acquisition strategies are being development to implement contracts to procure suitable services and products. For example, our new facilities maintenance contracts require "Green Cleaning" as part of the performance standards. | Increase the number of contracts with performance measures requiring contractors to demonstrate the use of bio-based products and environment preferable services. | |
| Use Federal Strategic Sourcing Initiatives, such as Blanket Purchase Agreements (BPAs) for office products and imaging equipment, which include sustainable acquisition requirements | Yes | Over 75% of CSOSA contracts are issued utilizing strategic sourcing under BPA through GSA and other multiple award contracts providing resource for sustainability acquisitions. | Strategic sourcing will be increased where possible for products and general services. | |
| Report on sustainability compliance in contractor performance reviews | Yes | Incorporate sustainability strategies into all contracts by implementing performance measures to protect and improve the quality of the environment. | Increase sustainability compliance in contracting by conducting meetings and providing training to Contracting Officer Representatives (CORs) to institute performance monitoring to effectively measure quality standards for sustainable acquisitions. | |

Goal 7: Electronic Stewardship & Data Centers

Agency Progress toward EPEAT, Power Management & End of Life Goals

E.O. 13514 requires agencies to promote electronics stewardship by: ensuring procurement preference for EPEAT-registered products; implementing policies to enable power management, duplex printing, and other energy-efficient features; employing environmentally sound practices with respect to the disposition of electronic products; procuring Energy Star and FEMP designated electronics; and, implementing best management practices for data center operations.

Currently OIT performs the following:

Under the technology refresh initiative for equipment

- Equipment selected is identified as efficient or Energy Star designated equipment.
- Equipment is procured primarily under current GSA contracts which promote the preference of EPEAT-registered product. i.e. SWEPII
- Virtualization of server is the primary platform for servers – this supports energy efficiency by reducing the number of physical boxes, supports consolidation of servers, and reduces the footprint of the data center.

Figure 7-1

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

Table 7: Goal 7 Strategies & “ Electronic Stewardship & Data Centers

INSTRUCTIONS: In Table 7 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 7. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable (“æNA”□□) or “æNo”□□, an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is “Yes”•, provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 | Actions |
|--|----------------------|------------------------|---|---------|
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| | | | achieved in the next 12 months | |
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| Identify agency "Core" and "Non-Core" Data | NA | | | |
| Consolidate 40% of agency non-core data centers | Yes | | . | |
| Optimize agency Core Data Centers across total cost of ownership metrics | Yes | Virtualizes as many servers as possible. Consolidate application on single servers where possible | Continue to implement the server virtualization which will reduce the physical footprint and reduce power consumption. | Qtr. 4 Review and monitor server status. Currently at 75% virtualized. |
| Ensure that power management, duplex printing, and other energy efficiency or environmentally preferable options and features are enabled on all eligible electronics and monitor compliance | Yes | Review status and capabilities of existing devices. When procuring new devices ensure that energy efficient options are available. | Qtr. 3 Review inventory and identify those devices with the required features Qtr. 3 When deploying equipment ensure that the request options are selected and enabled | Qtr. 1-4 Monitor for compliance. |
| Update and deploy policies to use environmentally sound practices for disposition of all agency excess or surplus electronic products, including use of certified eSteward and/or R2 electronic recyclers, and monitor compliance | Yes | Review policies regarding excess | Qtr. 2 – 4 Review and update policies All electronics are excessed via GSA. Current consumables (toner cartridges) are refurbished and recycled | Qtr. 4 Review existing property management policy. Provide Office of Facilities with any recommendations for the needed modifications as they relate to IT equipment Publish updated policy Continue to excess equipment via GSA. Ensure that any new contract for |

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| | | | | <p>consumables (toner cartridges) are refurbished and recycled.</p> <p>Monitor the current process for recycled toner cartridges.</p> |
| <p>Ensure acquisition of 95% EPEAT registered and 100% of ENERGY STAR qualified and FEMP designated electronic office products</p> | | | | <p>Qtr. 4 FY14 Develop a management instruction directing the incorporation of the requirement in the requisition to procure IT equipment based on these specifications.</p> |

Goal 8: Renewable Energy

Agency Renewable Energy Percentage of Total Electricity Usage

E.O. 13514 requires that agencies increase use of renewable energy. Further, EPACT 2005 requires agencies to increase renewable energy use such that 7.5 percent of the agency's total electricity consumption is generated by renewable energy sources for FY 2013 and beyond. For FY 2012, the required target was 5 percent of an agency's total electricity consumption.

CSOSA and PSA are not currently utilizing a renewable energy source for electricity needs. We were committed to reaching the goals established by the President in E.O. 13514; however, the FY 2013 Federal cut-backs halted the purchasing of Renewable Energy Credits (REC). The CSOSA and PSA Facilities Management staffs had previously determined that it was not feasible to provide and install renewable energy sources at our locations. In part, due to the small footprint of our standalone buildings and because of the commercial leasing agreements in place.

CSOSA and PSA hope to be in a financial position to purchase RECs in FY 2015. However, we are actively attempting to reduce overall energy by the following means:

- Lighting – motion sensors in common areas and in pantries at 1025 F Street and 633 Indiana Avenue.
- “Turn off lights” signs near light switches
- General visibility – awards ceremonies, Training Days (individual pledges), and posters

Figure 8-1

INSTRUCTIONS: Agencies should not amend or edit this figure. If changes are necessary, contact CEQ.

Table 8: Goal 8 Strategies & “ Renewable Energy

INSTRUCTIONS: In Table 8 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 8. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable (“NA”) or “No”, an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is “Yes”, provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (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 | Actions |
|---|----------------------|---|--|---------|
| Purchase renewable energy directly or through Renewable Energy Credits (RECs) | Yes | Although FY 2013 and 2014 Federal cut-backs halted the purchasing of Renewable Energy Credits (REC), CSOSA plans to move forward at 4 locations for FY 2015 | CSOSA Facilities to requisition for the Procurement of RECs for 4 locations approximately 500 KWH for FY 15 | |
| Install onsite renewable energy on federal sites | NA | CSOSA and PSA do not occupy a federal site | | |
| Lease land for renewable energy infrastructure | No | Not fiscally feasible for CSOSA and PSA | | |
| Develop biomass capacity for energy generation | NA | CSOSA and PSA do not produce biomass as by-products | | |
| Utilize performance contracting methodologies for | Yes | CSOSA and PSA Procurement will continue to select contractors/vendors | CSOSA Procurement to increase minimum ‘Green’ | |

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| implementing ECMs and increasing renewable energy | | that utilize ECMs | requirements for FY 2015 vendors by 5% of FY 2013 vendors. | |
| Work with other agencies to create volume discount incentives for increased renewable energy purchases | YES | CSOSA and PSA Procurement offices to work with GSA and coordinate purchase of RECs to create savings from volume discount | CSOSA REC period of performance 10/1/14 to 9/30/15 and PSA period of performance from 3/1/15 to 9/30/15 | |

Goal 9: Climate Change Resilience

Agency Climate Change Resilience

E.O. 13514 requires each agency to evaluate agency climate change risks and vulnerabilities to identify and manage the effects of climate change on the agency's operations and mission in both the short and long term.

The Court Services & Offender Supervision Agency (CSOSA) and Pretrial Agency (PSA) are small agencies localized in Washington DC. We service the community of Washington DC only, with several field sites that support each of the four sectors of the city. CSOSA's mission is to increase public safety, prevent crime, reduce recidivism, and support the fair administration of justice in close collaboration with the community. While PSA's mission is to promote pretrial justice and enhance community safety, our agencies' missions, objectives and tasks do not contribute to the alteration of biodiversity affecting habitats, forestry, ocean resources, food supply, or temperatures and climate change. All of our buildings that we occupy are leased through GSA or private owners which do not change the land use or infrastructure of our sites or community.

Table 9: Goal 9 Strategies & Climate Change Resilience

INSTRUCTIONS: In Table 9 below, list ONLY the top five priority strategies that the agency will pursue in FY 2014 to achieve Goal 9. For each agency-level strategy listed below, select the appropriate response from the drop-down menu. If the selection is not applicable ("æNA"æ) or "No"æ, an explanation must be provided in the Strategy Narrative column (C) as to why the agency will not implement this strategy. If the selection is "æYes"æ, provide in column (C) a description on how the strategy will be implemented and in column (D) provide specific targets/metrics and milestones to measure agency progress/success. DO NOT DELETE ANY STRATEGIES LISTED IN COLUMN (A). Agencies may make minor changes to a column (A) strategy if needed to enable the agency to select that strategy as a FY 2014 priority. If necessary, agencies may add additional strategies into the blank rows provided in column (A) in order to present five priority strategies.

| (A) Will the agency implement the | (B) Top 5? Yes/No/NA | (C) Strategy narrative | (D) Specific targets/metrics to | Actions |
|-----------------------------------|----------------------|------------------------|---------------------------------|---------|
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| following strategies to achieve this goal? | | | measure strategy success including milestones to be achieved in the next 12 months | |
| Ensure climate change adaptation is integrated into both agency-wide and regional planning efforts, in coordination with other Federal agencies as well as state and local partners, Tribal governments, and private stakeholders | NA | CSOA and PSA operate in Washington, DC only | | |
| Update agency emergency response procedures and protocols to account for projected climate change, including extreme weather events | Yes | CSOSA and PSA annual OHR directive updates reflect emergency response procedures and protocols for projected climate change, including extreme weather events | Continue to monitor new protocols and incorporate into the directives during annual updates. | |
| Ensure workforce protocols and policies reflect projected human health and safety impacts of climate change | Yes | CSOSA and PSA annual OHR directive updates to include projected human health and safety impacts of climate change | Continue to monitor new protocols and incorporate into the directives during annual updates. | |
| Update agency external programs and policies (including grants, loans, technical assistance, etc.) to incentivize planning for, and addressing the impacts of, climate change | No | CSOSA and PSA anticipate minimal impacts from climate change and therefore does not have industry leverage. | | |

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| Ensure agency principals demonstrate commitment to adaptation efforts through internal communications and policies | Yes | CSOSA and PSA will continue to publish changes to the Agency Adaptation Statement and publish on the agency's public Website. | CSOSA Website 'Green Steps' will be updated biannually on/or before 10/1/14 and 3/1/15. | |
| Identify vulnerable communities that are served by agency mission and are potentially impacted by climate change and identify measures to address those vulnerabilities where possible | Yes | CSOSA conducted a 2-Day (4/1/14 – 4/2/14) Emergency Preparedness training with Community Supervision Officers (CSO) that identified vulnerabilities of the clients and communities served by the mission. | Documented findings from the CSO exercise are to be used to develop corrective measures. | |
| Ensure that agency climate adaptation and resilience policies and programs reflect best available current climate change science, updated as necessary | Yes | CSOSA and PSA will incorporate a training module in the annual COOP and EET training for preparedness and resilience. | CSOSA COOP Manager to update COOP training manual by 3/31/15. | |
| Design and construct new or modify/manage existing agency facilities and/or infrastructure to account for the potential impacts of projected climate change | NA | CSOSA and PSA do not construct facilities. However, we will work with the lessors to manage existing buildings infrastructure to account for the potential impacts of projected climate change | | |
| Incorporate climate preparedness and resilience into planning and | YES | CSOSA and PSA will incorporate a training module in the annual COOP and EET training | CSOSA COOP Manager to update COOP training manual by 3/31/15 | |

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| implementation guidelines for agency-implemented projects. | | for preparedness and resilience | | |
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