

Subject: OVERARCHING SUSTAINABILITY POLICY

1. PURPOSE. This Order conveys policy, delegates authority, and assigns responsibility to ensure that the United States Department of Transportation (DOT or Department) and its Operating Administrations meet all applicable federal sustainability requirements, pursuant to the Energy Independence and Security Act of 2007 (EISA); the Energy Policy Act of 1992 (EPAct), as amended; the National Energy Conservation Policy Act of 1978 (NECPA), as amended; the Resource Conservation and Recovery Act of 1976 (RCRA), as amended; the Farm Security and Rural Investment Act of 2002; the Government Performance and Results Act (GRPA) Modernization Act of 2010; Executive Order (EO) 13834, *Efficient Federal Operations*; and other applicable requirements set forth in law, regulations, or executive actions. With this Order, the Department will prioritize actions that improve the efficiency of DOT operations, cut costs, reduce energy and environmental impacts, enhance resilience, and enable more effective accomplishment of its mission.
2. CANCELLATION AND EFFECTIVE DATE. This Order cancels:
  - a. DOT Order 4351, *Overarching Sustainability Policy*, issued November 12, 2013;
  - b. DOT Order 4352, *Greenhouse Gas Emissions Policy*, issued September 5, 2013; and
  - c. DOT Order 4359, *Fleet Sustainability Policy*, issued November 12, 2013.

This Order is effective upon issuance.

3. APPLICABILITY. This Order applies to all DOT employees and contractors. All DOT employees and contractors must be accountable for integrating sustainability requirements into all facets of day-to-day business operations and reporting.
  - a. For the purpose of this Order, Operating Administration (OA) refers to the nine DOT OAs, the Office of the Secretary (OST), and the Office of Inspector General.
  - b. This Order synthesizes energy and environmental requirements, directives, and best practices, and does not alter or revise obligations agencies may have with respect to any statutory, regulatory, or other requirements. OAs must comply with all relevant laws, regulations, executive actions, DOT Sustainability Policies, and other directives, including those set forth in Appendix I of this Order, along with any legal requirements not cited herein, or established after issuance.

- c. The Sustainability Governance and Engagement directives described herein facilitate and support OA implementation actions for meeting all energy and environmental requirements and DOT Sustainability Policies (hereinafter referred to in this Order as the “energy and environmental requirements”).
  - d. The requirements in this Order are not intended to restrict or inhibit DOT’s ability to fulfill its mission or adversely affect in a material way the Department’s operations or the safety of the traveling public.
  - e. This Order is intended solely to improve the internal management of the Department. It is not intended to and does not create any right or benefit, substantive or procedural, enforceable by any party against the United States, the Department, or its entities, officers, employees, or agents, or any other person.
  - f. For the actions contained in this Order, “must” conveys statutory or regulatory requirements, and “should” or “may” convey recommendations for efficient and effective implementation.
4. AUTHORITIES AND REFERENCES. See Appendix I for a list of authorities and guidance documents.
5. DEFINITIONS. See Appendix II for a list of key terms.
6. POLICY. It is the policy of the Department to apply sustainability principles such as reducing energy and water use, and minimizing environmental impacts across buildings, operations, and fleet to further DOT’s mission. DOT employees at all levels must be responsible and accountable for integrating sustainability into planning, operational, and management processes. This Overarching Sustainability Order establishes a program for cooperative, coordinated actions across the Department to meet all sustainability requirements in a manner that increases the efficiency of internal operations, eliminates unnecessary use of resources, improves resilience, and protects the environment.
- a. The Department will implement a comprehensive framework, to accomplish its energy and environmental goals, in the following areas:
    - 1) Sustainability Governance
      - (a) Departmental Sustainability Policy Orders;
      - (b) Budgeting for Sustainability Goals;
      - (c) Accountability and Reporting; and
      - (d) Management.

- 2) Engagement
    - (a) Communication;
    - (b) Training; and
    - (c) Awards and Recognition.
  - b. Sections 8–9 of this Order set forth specific requirements, exclusions, and suggested procedures related to the DOT sustainability program.
  - c. The Department will track and report progress in accordance with federal mandates. Section 10 of this Order sets forth reporting requirements.
  - d. Pursuant to Title 49 of the Code of Federal Regulations (CFR) § 1.38(c)(2), the DOT Chief Sustainability Officer (CSO) is accountable for internal oversight, direction, and leadership to comply with relevant sustainability laws, regulations, and executive actions and to achieve the sustainability goals of EO 13834. Accordingly, the CSO has the authority to initiate, establish and maintain Departmental programs and policies as appropriate to meet sustainability goals.
  - e. In accordance with Title 42 of the United States Code (U.S.C.) § 17144, the Government Performance and Results Act (GPRA) Modernization Act of 2010, and EO 13834, DOT will set sustainability performance targets, report on progress, and identify strategies for improvement through established federal reports and data collection systems.
  - f. The Sustainability Governance and Engagement directives in Sections 8 and 9, respectively, of this Order are intended to facilitate and support OA actions to implement the requirements that are found in DOT’s current Sustainable Buildings, Energy Management, Water Management, Pollution Prevention and Waste Management, Sustainable Acquisition, and Electronics Stewardship Policies, or any subsequent updates that supersede them.
7. RESPONSIBILITIES. The following personnel are responsible for implementing this Order.
- a. **DOT Chief Sustainability Officer (CSO):** The Secretary of Transportation has delegated to the Assistant Secretary of Administration the duties of CSO pursuant to 49 CFR § 1.38(c)(2). The CSO serves as the senior official responsible for the day-to-day management, implementation, performance, and compliance with all applicable energy, environmental, and sustainability statutes, regulations, executive actions, and other requirements. Related to the requirements in this Order, the CSO will:

- 1) Represent DOT on sustainability matters with officials from the Executive Branch, Congress, and all other external stakeholders;
  - 2) Represent DOT on the Federal Interagency Sustainability Steering Committee, in accordance with EO 13834;
  - 3) Communicate all energy, environmental, and sustainability requirements to the OAs and report to the Secretary and Deputy Secretary of Transportation on the adequacy and effectiveness of DOT's implementation;
  - 4) Develop strategies for incorporating sustainable practices into the Department's operations to improve performance, enhance efficiency, and reduce costs; periodically meet with Associate Administrators for Administration (AAAs) or OA Administrator designees as necessary to implement these strategies.
  - 5) Coordinate with all appropriate Secretarial Offices, including the Chief Information Officer, Chief Financial Officer, Senior Procurement Executive, and with the OAs as necessary for effective implementation of sustainability requirements;
  - 6) Review and approve all sustainability-related reports submitted to oversight agencies and organizations, such as the Department of Energy (DOE), the Office of Management and Budget (OMB), and the Council on Environmental Quality (CEQ), on behalf of the Secretary; and
  - 7) Enter into partnerships with other federal agencies, on behalf of DOT, to advance sustainability performance.
- b. **DOT Assistant Secretary for Administration:** Provides Departmental leadership and develops DOT policy on issues related to human resources, security, acquisition and grants, information services, energy, environmental management and sustainability, transportation, facilities, and space management.
- c. **DOT Assistant Secretary for Budget and Programs/Chief Financial Officer (CFO):** Serves as the principal advisor to the Secretary of Transportation on the development, review, and presentation of the Department's budget resource requirements and allocations. The CFO provides oversight of the Department's program performance and is responsible for all aspects of financial management.
- d. **DOT Office of the General Counsel (OGC):** Interprets and provides guidance on new and existing environmental and sustainability statutes, regulations, executive actions, and other requirements. Reviews contracts and ensures they meet all applicable statutes, regulations, EOs, and other legal requirements<sup>1</sup> for OST, or other OAs as requested.

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<sup>1</sup> For FAA, the review of contracts to ensure they meet all applicable statutes, regulations, EOs, and other requirements will be performed by the FAA Office of the Chief Counsel.

- e. **DOT Office of the Senior Procurement Executive (OSPE):** Facilitates the accomplishment of DOT’s mission by providing effective, ethical, sustainable, state of the art business policies, practices, and services in acquisition, financial assistance management, and competitive sourcing. Refer to the DOT Sustainable Acquisitions Order for a list of specific responsibilities.
- f. **DOT Office of the Chief Information Officer (OCIO):** Serves as the department-wide authority for effective stewardship of information technology (IT) and meeting all federal and statutory requirements related to acquisition, operation and maintenance, and end-of-life of electronic equipment and information.
- g. **DOT Senior Real Property Officer:** Oversees the siting, acquisition, and operations of DOT facilities, and the integration of DOT facilities into regional and local planning initiatives. Responsible for updating DOT’s “Sustainable Federal Building” performance within the Federal Real Property Profile (FRPP) management system.
- h. **DOT OST Office of Facilities, Information, and Asset Management; Energy and Resource Efficiency Program (EREP):** Related to the requirements in this Order, EREP will:
  - 1) Develop energy, environmental, and sustainability policies to improve efficiency, reduce waste, and reduce costs for DOT facilities;
  - 2) Provide strategy development, oversight, evaluation, methodology, and assistance for implementation of energy and sustainability policy;
  - 3) Assist the CSO in communicating all energy, environmental, and sustainability requirements to the OAs and the relevant OST offices; and
  - 4) Aggregate and assemble data for DOT-wide internal and external sustainability reports.
- i. **DOT Fleet Manager:** Ensures that the overall DOT fleet meets or exceeds all applicable fleet management requirements. Refer to DOT Order 4440.3D Motor Vehicle Fleet Management for a detailed list of responsibilities. Related to the requirements in this Order, the DOT Fleet Manager will:
  - 1) Support DOT-specific fleet goals and requirements;
  - 2) Ensure that the overall DOT fleet is right-sized to the fleet’s mission;
  - 3) Implement fleet optimization, petroleum reduction and alternative fuel use strategies fleet-wide; and
  - 4) Provide annual reports on DOT fleet acquisition and fuel consumption performance.

- j. **DOT Sustainability Working Group (SWG):** EREP convenes routine meetings with OA representatives critical to implementing the DOT Sustainability Policies. The SWG serves as the first line of information exchange on new sustainability requirements, goals, policies, and strategies. Related to the requirements in this Order, the SWG will:
  - 1) Serve as the key subject-matter experts in their OAs;
  - 2) Provide peer-to-peer feedback on sustainability issues;
  - 3) Distribute and integrate DOT Sustainability Policies with other OA policies and business practices;
  - 4) Assist with implementation of energy and sustainability policy across OA operations;
  - 5) Communicate and promote opportunities for recognition and sharing of best-practices; and
  - 6) Collect, aggregate, and review OA-level data for DOT-wide internal and external sustainability reports.
- k. **OA Administrator:** Ensures that OAs comply with and implement all applicable requirements for sustainability set forth in this Order. The OA Administrator may delegate responsibilities as necessary. Related to the requirements in this Order, OA Administrators will:
  - 1) Issue data collection requests and analyze data for reporting progress milestones;
  - 2) Incorporate sustainability goals into performance plans and appraisals;
  - 3) Ensure that employees with sustainability and/or facility responsibilities receive appropriate training;
  - 4) Communicate new requirements throughout the OA;
  - 5) Ensure that sustainability information is tracked and reported to the appropriate reporting systems at the minimum intervals; and
  - 6) Ensure that the OA has incorporated reporting requirements into contracts.
- l. **OA Chief Acquisition Officer or Federal Aviation Administration (FAA) Acquisition Executive:** Awards and administers contracts and ensures compliance with relevant DOT Acquisition Documents and procedures related to acquisition. In conjunction with key stakeholders, ensures that all applicable contracts and acquisition tools meet the requirements in this Order<sup>2</sup>. The Senior Procurement Official may delegate responsibilities to meet the requirements. Refer to the DOT Sustainable Acquisitions Order 4357 for a complete list of specific responsibilities.
- m. **Energy Managers:** Implement the requirements of 42 U.S.C. § 8253(f) and reduce energy use at the facility or facilities under their purview. Energy managers may delegate

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<sup>2</sup> For FAA, this requirement applies to the extent the policy herein is consistent with 49 U.S.C. § 106(f)(2)(D).

responsibilities as necessary to meet requirements. Related to the requirements in this Order, Energy Managers will also:

- 1) Ensure facility compliance with other applicable energy efficiency laws and regulations;
  - 2) Demonstrate relevant core competencies that the General Services Administration (GSA) identifies pursuant to the Federal Buildings Personnel Training Act (FBPTA; 40 U.S.C. § 581) and ensure that other personnel (including contractors) also demonstrate relevant competencies if they perform building operations and maintenance, energy management, safety, or design functions;
  - 3) Facilitate completion of energy and water audits and implement the building performance measures detailed in the DOT Sustainable Buildings Order; and
  - 4) Examine operations and maintenance contracts and incorporate energy and water efficient technologies to the maximum extent practicable.
8. SUSTAINABILITY GOVERNANCE. Effective policies, budgeting, reporting, and management actions will help the Department meet energy, environmental, and sustainability requirements in a manner that increases efficiency, optimizes performance, eliminates unnecessary use of resources, and protects the environment. The CSO is responsible for developing strategies to meet and exceed the requirements in relevant sustainability laws, regulations, and executive actions, including EO 13834. Section 7 of this Order summarizes responsibilities for sustainability governance within DOT.
- a. Departmental Sustainability Policies. In support of the GPRA Modernization Act of 2010, EO 13834 and the directives herein, the Department will maintain DOT Sustainability Policies that detail requirements and recommended procedures to comply with sustainability-related federal statutes, regulations, executive actions, and other directives for its operations.
    - 1) DOT's energy and environmental requirements and implementation actions are primarily governed by the directives herein along with the following six policies (referred to in this Order as the "DOT Sustainability Policies"):
      - (a) Sustainable Buildings,
      - (b) Energy Management,
      - (c) Water Management,
      - (d) Pollution Prevention and Waste Management,
      - (e) Sustainable Acquisition, and
      - (f) Electronics Stewardship Policies.

- 2) All references to DOT Sustainability Policies refer to the current version of each Order or any subsequent update that supersedes it.
  - 3) This Order, and the other DOT Sustainability Policies, must be reviewed at least once every three years to determine whether an update or revision is necessary.
    - (a) In the event Congress revises applicable statutes, new regulations are issued, or the Executive Branch issues new EOs, Presidential Memoranda, guidance, or instructions related to sustainability, these are considered incorporated by reference until the next update is made to these Orders.
- b. Budgeting for Sustainability. OAs are expected to request the funding necessary to meet the requirements, goals, and intent of all applicable sustainability statutes, regulations, executive actions, and directives in annual budgets.
- 1) In accordance with OMB Circular No. A-11, OAs must consider all phases in the life cycle of capital asset investments, including acquisition, operation and maintenance, and deconstruction or reuse.
    - (a) The goals of the Department’s annual Sustainability Report and Implementation Plan (SRIP) should inform the OAs’ annual budget requests.
  - 2) When budgeting for:
    - (a) New electronic equipment, office supplies, and service contracts, OAs should follow the relevant requirements in the Sustainable Acquisition and Electronics Stewardship Policies;
    - (b) Purchase or lease of new vehicles, OAs should follow the requirements in the DOT Order 4440.3D, Motor Vehicle Fleet Management Policy, and the current DOT Motor Vehicle Fleet Management Manual or any subsequent updates that supersede them; and for
    - (c) Renovations or expansions of existing buildings, and new building construction, or new equipment for energy and water efficiency improvements, OAs should follow the relevant requirements in the individual DOT Sustainability Policies.
      - (i) OAs should utilize data management tools such as DOE’s ENERGY STAR® Portfolio Manager (ESPM) to help prioritize funding by identifying the best opportunities for energy and/or water savings across the building portfolio.
      - (ii) Section 12 on “Funding Building Efficiency Improvements” in the DOT Sustainable Buildings Policy outlines different funding approaches such as performance contracting.
- c. Accountability and Reporting. In accordance with federal mandates, the Department will track and report progress and performance in achieving statutory requirements and EO goals.



- 1) The CSO is accountable for monitoring DOT progress and performance, and providing information, plans and reports as required by statute to CEQ and OMB.
- 2) The CSO must review and approve all external sustainability reports submitted to oversight agencies and organizations. The Department will submit the required data and information to complete all federal sustainability reports, including:
  - (a) The annual SRIP, pursuant to Section 2(h) and 7(b) of EO 13834.
    - (i) The Department will track performance, identify strategies for improvement, and report results, highlighting those that advance efficiency and sustainability in agency operations, meet or exceed goals and requirements, and achieve cost savings in the SRIP through the template and instructions provided by CEQ.
    - (ii) DOT will also identify annual targets and milestones in the SRIP per the EO 13834 Implementing Instructions.
  - (b) OMB Scorecard for Efficient Federal Operations/Management pursuant to 42 U.S.C. § 8253(f)(9).
    - (i) Assesses DOT performance in multiple sustainability areas, including energy intensity, water intensity, fleet petroleum use, sustainable buildings, and renewable energy use.
  - (c) Annual Energy Management and Data Reports, pursuant to 42 U.S.C. § 8258(a) and 42 U.S.C. § 17143.
    - (i) Report on Departmental performance for energy, water, greenhouse gas (GHG) emissions, metering, performance contracts, and federal building design following DOE Federal Energy Management Program's (FEMP) instructions and templates.
- 3) OAs must satisfy sustainability data collection and reporting requirements as summarized in Section 10 of this Order.
  - (a) In accordance with the GPRA Modernization Act of 2010 and EO 13834 Implementing Instructions, OAs should use available data from established federal reports to track performance, identify strategies for improvements, and assess results.
    - (i) OAs should follow the specific reporting energy and environmental requirements found in the individual DOT Sustainability Policies.
- 4) To ensure agency performance and progress towards meeting EISA, EPAct, and other relevant sustainability requirements including the goals of EO 13834, the CSO may employ an internal scorecard or dashboard.
  - (a) The internal scorecard may include performance measures to track OA's status in meeting sustainability requirements:
    - (i) Measures may be incorporated into the Departmental performance management review processes; and
    - (ii) Measures may be incorporated into Senior Executive Service performance plans and other relevant employee performance plans.

- d. Management Processes. Standardized approaches to managing facilities, operations, and vehicles can support the Department’s sustainability goals by reducing waste, cutting costs, and enhancing resiliency of DOT infrastructure and operations.
  - 1) Fleet Management. OAs should implement comprehensive strategies to efficiently manage vehicle fleets and comply with the range of statutory requirements, including those pertinent to vehicle acquisition, fuel efficiency, operation, fleet management information systems, and telematics.
    - (a) Refer to the DOT Order 4440.3D, Motor Vehicle Fleet Management Policy, and the accompanying DOT Motor Vehicle Fleet Management Manual, or any subsequent updates that supersede them, for a detailed description of fleet management requirements.
    - (b) Pursuant to EPCRA, EISA, GSA’s Federal Management Regulation (FMR) Bulletins 30, 33, 43, and EO 13834, OAs must:
      - (i) Acquire alternative fuel vehicles (AFVs) and low GHG emissions vehicles (per 42 U.S.C. § 13212);
      - (ii) Reduce petroleum consumption and increase alternative fuel consumption (per 42 U.S.C. § 6374e), and identify targets in the annual SRIP (per EO 13834 Implementing Instructions); and
      - (iii) Optimize the number and types of vehicles in their fleets (per 42 U.S.C. § 6374e).
    - (c) OAs must follow all statutory and regulatory requirements for the storage of fuel in aboveground (40 CFR Part 112) or underground storage tanks (42 U.S.C. §§6991-6991m, 40 CFR Parts 280, 281 and 40 CFR §§282.50-282.105).
  - 2) GHG Emissions. Effective operations management—reducing facility energy consumption, meeting renewable energy targets, minimizing waste, increasing fleet efficiency, advancing sustainable buildings, and improving efficiency—can drive corresponding GHG emissions reductions.
    - (a) Pursuant to 42 U.S.C. § 17143 and EO 13834 Section 2(h), OAs must track Scope 1 and Scope 2 emissions, in accordance with CEQ’s Federal Greenhouse Gas Accounting Guidance, and report performance through the Annual Energy Data and Management Reports using the FEMP templates.
    - (b) OAs must identify strategies to reduce Scope 1 and Scope 2 GHG emissions in the annual SRIP.
    - (c) OAs should track Scope 3 emissions using the most recent CEQ guidance and reduce Scope 3 GHG emissions through the following practices, where life cycle cost-effective:

- (i) Encourage use of public transportation, alternative transportation (e.g., carpool or vanpool), biking, or efficient or alternative fuel vehicles for commuting and participation in the transit benefit program, as appropriate.
  - (ii) Where appropriate, consider utilizing existing federal fleet plug-in electric vehicle (PEV) charging stations for privately owned PEVs in parking areas used by federal employees and authorized users.
  - (iii) Provide protected parking areas for bicycles.
  - (iv) Encourage participation in alternative work schedules and telework, and support virtual collaboration technologies.
  - (v) Minimize business travel by utilizing virtual collaboration technologies and offering events virtually, onsite, or locally.
- 3) Environmental Permitting and Compliance. OAs must ensure that all DOT facilities obtain applicable permits and comply with all regulations under the Clean Air Act (CAA), the Clean Water Act (CWA), RCRA, and the Emergency Planning and Community Right-to-Know Act (EPCRA).
  - (a) Pursuant to the requirements of the CAA:
    - (i) OAs must ensure that their facilities have obtained an air pollution permit (e.g., Title V Permit), if required (42 U.S.C. §§7661-7661f), and meet CAA permit requirements and limitations.
    - (ii) OAs must implement programs to phase out the procurement of Ozone-Depleting Substances (ODS) as required by Title VI (42 U.S.C. §§7671-7671q).
  - (b) Pursuant to the CWA:
    - (i) OAs must follow requirements for stormwater and wastewater management in accordance with Sections 313 (33 U.S.C. § 1323) and 402 (33 U.S.C. § 1342).
    - (ii) OAs must comply with the requirements of Section 311(b) (33 U.S.C. § 1321) for the discharge of oil and hazardous substances.
  - (c) OAs must follow RCRA requirements for hazardous waste identification, classification, generation, management and disposal in accordance with 42 U.S.C. §§6921-6939g and implementing regulations at 40 CFR Parts 260-280.
  - (d) OAs must comply with the provisions set forth in EPCRA, as amended (42 U.S.C. §§11001-11005 and §§11021-11023), and when required, submit annual toxic chemical release forms in accordance with Environmental Protection Agency (EPA) guidance.
  - (e) OAs should also follow all requirements related to environmental permitting and compliance that are stated in the DOT Sustainability Policies.
- 4) Environmental Management Systems (EMS). In accordance with the EO 13834 Implementing Instructions, the DOT CSO may implement Departmental management tools and processes to fulfill statutory sustainability requirements and meet EO 13834 goals.

- (a) OAs should continue effective management strategies, such as EMS, to manage risks and facilitate progress toward EO goals.
  - (i) OAs should use an EMS or a comparable management system, at all appropriate organizational levels;
  - (ii) OAs should follow the International Organization for Standardization (ISO) 14001 standard when implementing an EMS and may choose to self-certify; and
  - (iii) An EMS should document and support environmental and sustainability objectives and goals, and the collection, analysis, and reporting of information to measure performance.
- (b) OAs that own or directly lease facilities should consider integrating an Energy Management System (EnMS), modeled after the ISO 50001 standard, into an EMS to improve facility energy performance, reduce operational costs, achieve continual operational improvement, improve risk management, and enhance resilience.
  - (i) OAs may use the DOE no-cost 50001 Ready program to self-certify that facilities have implemented an ISO 50001-based EnMS.
  - (ii) OAs should refer to the DOE 50001 Adaptation Guide and Crosswalk for information about how to meet 50001 Ready requirements.
- 5) Enhancing Resilience. Implementation of strategies and tools that improve the Department's ability to anticipate, prepare for, and adapt to changing conditions and withstand, respond to, and recover rapidly from disruptions will enable a more effective accomplishment of the DOT mission.
  - (a) In accordance with EO 13834, OAs should integrate energy and water resilience into planning, operations, policies, and programs to ensure that DOT facilities and operations remain effective under disruptions and/or changing conditions, and taxpayer resources are invested wisely.
  - (b) OAs may use tools such as the FEMP Technical Resilience Navigator to implement a comprehensive framework to:
    - (i) Assess current facility energy and water infrastructure needs, mission priorities, and risk;
    - (ii) Identify and prioritize actionable solutions to improve energy and water resilience; and
    - (iii) Create a roadmap for implementation of solutions that enhance energy and water resilience.
  - (c) OAs should fully implement cost-effective energy efficiency projects to reduce grid load and the amount of backup power required to maintain continuity of operations and mission priorities under disruptions and changing conditions.
  - (d) OAs should leverage EMS and EnMS tools and processes to improve facility resilience.

- (e) OAs should evaluate opportunities to achieve net-zero energy buildings, in order to improve resiliency to power outages and natural disasters, reduce operating and maintenance costs, and improve energy security.
- (f) OAs should ensure that relevant personnel receive appropriate training and have sufficient resources to ensure facility resiliency and minimize interruptions of energy and water services to critical missions and functions during normal and disrupted operations.

9. SUSTAINABILITY ENGAGEMENT. To meet the energy and environmental performance requirements and goals set forth in law, regulations, and executive actions, engagement and awareness from all parts of DOT is critical. DOT will continue to rely on effective internal and external communication, personnel training, and recognition opportunities to promote best practices that guide the Department's implementation of sustainability and environmental strategies.

a. Communication. The Department's sustainability program is built upon effective communication of relevant requirements, internal implementation guidance and resources, and accountability through public performance reporting. The CSO is responsible for communicating relevant sustainability information to the OAs and to relevant OST offices. The OA Administrator or their delegate(s) must ensure that the information is communicated to the appropriate personnel responsible for implementation and reporting of sustainability requirements.

- 1) On behalf of the CSO, EREP will document and make accessible:
  - (a) Relevant sustainability requirements;
  - (b) Implementation guidance and resources;
  - (c) DOT's progress in meeting performance targets; and
  - (d) New sustainability initiatives.
- 2) On behalf of the CSO, EREP will distribute internal communications, including:
  - (a) DOT Sustainability Policies that cover federal law, regulations, and executive actions;
  - (b) DOT guidance for achieving DOT Sustainability Policy goals;
  - (c) Technical resources provided by FEMP, GSA, the EPA, and other agencies for additional best management practices to guide agency implementation and facilitate progress toward EO 13834 goals;
  - (d) CSO Action Memoranda to meet Departmental requirements; and
  - (e) Information on internal and external programs to recognize DOT personnel for implementing effective sustainability activities.

- 3) EREP will promote internal coordination and exchange of sustainability best practices, including:
    - (a) Routinely meeting with the SWG and relevant stakeholders to provide information on new sustainability requirements, goals, policies, and strategies and facilitate peer exchange of effective practices. SWG members should communicate the information to relevant personnel across their organization;
    - (b) Collaborate with OST offices and volunteer groups, (e.g. employee green teams), to provide best practices to employees and promote sustainability-related events such as Earth Day and Energy Awareness Month.
      - (i) OAs should also consider organizing events such as Earth Day across their field offices, where it does not interfere with their missions, to improve employee awareness and demonstrate a commitment to sustainability.
  - 4) EREP is responsible for preparing public reports and external communications on behalf of the CSO to communicate the Department's sustainability performance, including those listed in Section 8(c) above.
- b. Sustainability Training. Achieving sustainability performance requires proper training and a high level of participation by all employees with sustainability and/or facility responsibilities.
- 1) The following table provides a summary of key training requirements for DOT employees based on their responsibilities:

Responsibilities	Training Requirement	Citation
Employees that perform building operations and maintenance, energy management, safety, or design functions	Must demonstrate relevant core competencies that GSA identifies pursuant to the Federal Buildings Personnel Training Act (FBPTA)	40 U.S.C. § 581 note
Designated energy managers responsible for all related energy and water management actions for DOT building operations	Must be trained in multiple energy management topics and demonstrate relevant core competencies identified by GSA	42 U.S.C. § 8262c
Employees that purchase goods and services in order to perform operations and maintenance, energy management, safety, or design functions	Must be able to demonstrate competency on relevant sustainable acquisition requirements	FBPTA Core Competencies, June 2012
DOT contracting workforce	Must complete the required training for their appropriate	FBPTA

	Federal Acquisition Certification level in Contracting through current federal or Departmental online learning platforms, to include Sustainable Acquisition	Core Competencies, June 2012
Employees with sustainability responsibilities	Should regularly review updated materials, trainings, and web resources provided by FEMP, GSA, EPA, and the United States Department of Agriculture, to stay informed about current federal policies, priorities, guidance, and best management practices for improving energy and environmental performance	FBPTA Core Competencies, June 2012

- 2) OST and/or OAs may recommend other appropriate training related to reporting systems or changes in requirements as necessary.
- c. Sustainability Awards and Recognition. DOT encourages internal and external recognition of individuals or teams who work to advance the Department's sustainability performance.
- 1) The CSO may initiate an internal Sustainability Achievement Awards program to recognize DOT federal employees and non-federal agency partners.
  - 2) OAs may establish awards programs to recognize DOT federal employees and non-federal agency partners who work to advance sustainability goals.
  - 3) The CSO promotes participation in inter-agency sustainability performance award and/or recognition programs including:
    - (a) Federal Energy and Water Management Awards;
    - (b) Federal Employee Spotlight recognition;
    - (c) EPA Federal Green Challenge; and
    - (d) Other Interagency Award Programs sponsored by CEQ or other federal Agencies.
10. SUMMARY OF REPORTING REQUIREMENTS. OAs must use the monitoring and documentation systems listed in the table below to meet the requirements in this Order. These systems are generally web-based and proprietary to the federal government.

Reporting Module	Purpose	Data Attributes to Report	Reporting Frequency
Annual Energy Data Report	Report facility energy intensity, renewable energy, GHG emissions, vehicle fuel, water intensity, facility metering, energy investments, and federal sustainable buildings	Refer to the most current version of DOE's Annual Energy Data Report template for required data attributes	Annually, no later than November 15, or date mutually agreed upon between the OA and EREP
Annual Energy Management Report	Provide a summary of activities to meet energy management requirements	Refer to the most current version of DOE's Annual Energy Management Report template	Annually, no later than November 15, or date mutually agreed upon between the OA and EREP
EISA 432 Compliance Tracking System (CTS)	Tracks EISA Section 432 requirements for <i>covered facilities</i>	Facility characteristics, metered building benchmarking data, energy and water evaluation results, data on implemented Energy Conservation Measures (ECMs)	Refer to the DOT Sustainable Building Policy for deadlines within each category
Federal Automotive Statistical Tool (FAST)	Report data on vehicle acquisition, fuel use, and mileage data	Refer to FAST guidance	Annually, as required to meet the DOT December 15 deadline
Real Estate Management System (REMS)	Records DOT real property inventory data and the 25 field attributes for input into the Federal Real Property Profile Management System (FRPP MS)	Field 25 'Sustainable Building' attributes for FRPP MS. Instructions for reporting are in GSA's Guidance for Real Property Inventory Reporting and the FRPP MS Data Dictionary	Within 30 days of a change in Sustainable Federal Building certification status, but no less than twice a year (April 1 and October 1)
Federal Procurement Data System (FPDS-NG)	Report number of contracts and value to track spending across all categories. Required for contracts/orders over the micro-purchase threshold and for modifications to contracts/orders.	Total number of contracts and value of each that include required sustainability clauses (See the DOT Sustainable Acquisitions Policy)	Ongoing, as contract actions are entered into FPDS-NG



<b>Reporting Module</b>	<b>Purpose</b>	<b>Data Attributes to Report</b>	<b>Reporting Frequency</b>
Annual Sustainability Report and Implementation Plan (SRIP)	Provide summary of sustainability strategies, progress, implementation priorities, and planned actions	Performance and priority strategies for all relevant sustainability goal areas	Annually, no later than March 15, or date mutually agreed upon between the OA and EREP
Internal OA Sustainability Scorecard	Report OA progress on requirements for the Annual Sustainability Report and Implementation Plan and OMB Scorecard for Efficient Federal Operations/ Management	Facility energy efficiency from 2003 baseline and prior year, energy evaluations and investments, renewable energy, energy cost, explanations for performance declines and future strategies	As needed to support DOT and internal OA reporting requirements
OMB Scorecard for Efficient Federal Operations/ Management	Report Departmental progress on sustainability requirements	Department-level change in facility energy efficiency, investments, renewable energy, water efficiency, sustainable buildings, fleet management and sustainable acquisitions	Annually, by date specified by OMB. Data derived from federal reporting systems such as the Annual Energy Data Report and CTS

11. POLICY UPDATES AND/OR REVISIONS. This Order must be reviewed to determine whether updates or revisions are necessary at least once every three years. In the interim, all applicable laws revised by Congress and all new executive actions or guidance related to sustainability are considered incorporated by reference.
12. POLICY EXCEPTION REQUIREMENTS. OA Administrators may submit a request for an exception to the CSO, through EREP. Approvals for exceptions to the requirements in this Order should be coordinated with OGC.
13. DISTRIBUTION. This Order is distributed to all OST offices listed in Section 7 of this Order, the DOT Senior Real Property Officer, and all OA Administrators, OA Chief Acquisition Officers, and the FAA Acquisition Executive.
14. CONTACT. If you have specific questions related to this Order, please contact EREP (M-90) at [DOTsustains@dot.gov](mailto:DOTsustains@dot.gov).

Keith Washington  
Deputy Assistant Secretary for Administration,  
Chief Sustainability Officer

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## APPENDIX I: AUTHORITIES AND REFERENCES.

### 1. Public Laws and Statutes

- a. [Clean Air Act of 1970](#) (CAA), as amended, Pub. L. No. 88-206 (42 U.S.C. §§7661-7661f and 42 U.S.C. §§7671-7671q).
- b. [Emergency Planning and Community Right-to-Know Act of 1986](#) (EPCRA) ([42 U.S.C. §§11001-11050](#)).
- c. [Energy Independence and Security Act of 2007](#) (EISA), Pub. L. No. 110-140 ([42 U.S.C. § 8253](#), [42 U.S.C. § 8258\(a\)](#), [42 U.S.C. § 8259b](#), [42 U.S.C. § 6834](#), [42 U.S.C. § 17091](#), [42 U.S.C. § 17094](#), [42 U.S.C. § 17112\(b\)](#), [42 U.S.C. § 17143](#)).
- d. [Energy Policy Act of 1992](#), Pub. L. No. 102-486, as amended by the [Energy Policy Act of 2005](#), Pub. L. No. 109-58 ([42 U.S.C. § 8253](#), [42 U.S.C. § 8254](#), [42 U.S.C. § 6834](#), [42 U.S.C. § 6835](#), [42 U.S.C. § 8262c](#), [42 U.S.C. § 8262k](#), [42 U.S.C. § 15852](#)).
- e. [Farm Security and Rural Investment Act of 2002](#), as amended, Pub. L. 107-171 ([7 U.S.C. § 8102](#)).
- f. [Federal Buildings Personnel Training Act](#) (FBPTA), Pub. L. No. 111-308, ([40 U.S.C. § 581](#)).
- g. [Federal Water Pollution Control Amendments of 1972](#) (Clean Water Act, CWA), Pub. L. No. 92-500 ([33 U.S.C. §§1311-1346](#)).
- h. [Government Performance and Results Act \(GRPA\) Modernization Act of 2010](#) (Pub. L. No. 111-352).
- i. [National Energy Conservation Policy Act of 1978](#), Pub L. No. 95-619, as amended ([42 U.S.C. §§8251-8287d](#)).
- j. [Resource Conservation and Recovery Act of 1976](#) (RCRA), as amended, Pub. L. No. 94-580 ([42 U.S.C. §§6901-6992k](#)).

### 2. Regulations

- a. Delegations to the Assistant Secretary for Administration ([49 CFR § 1.38\(c\)\(2\)](#)).
- b. Department of Transportation Acquisition Regulation (TAR) ([48 CFR Parts 1200 – 1299](#)) (not applicable to FAA per 49 U.S.C. § 106(f)(2)(D) and 48 CFR 1201.104(d)).
- c. Department of Energy Regulations, [10 CFR Parts 433-436](#).
- d. Federal Acquisition Regulation (FAR) part 23, Environment, Energy and Water Efficiency, Renewable Energy Technologies, Occupational Safety, and Drug-Free Workplace ([48 CFR Part 23](#)) (not applicable to FAA per 49 U.S.C. § 106(f)(2)(D) and 48 CFR 1201.104(d)).
- e. FAR Part 41, Acquisition of Utility Services ([48 CFR § 23.41](#)) (not applicable to FAA per 49 U.S.C. § 106(f)(2)(D) and 48 CFR 1201.104(d)).

### 3. Executive Actions

- a. CEQ: [Implementing Instructions](#) for EO 13834, Efficient Federal Operations, April 2019.
- b. [EO 13834](#), Efficient Federal Operations, May 2018.
- c. [OMB Circular No. A-11](#), Preparation, Submission, and Execution of the Budget, June 2019.
- d. [OMB Memorandum M-98-13, Federal Use of Energy Savings Performance Contracting](#), July 1998.

### 4. Guidance and Directives

- a. CEQ: [Federal Greenhouse Gas Accounting and Reporting Guidance](#), January 2016.
- b. CEQ: [Guiding Principles for Sustainable Federal Buildings and Associated Instructions](#), February 2016.
- c. DOE: [Federal Building Metering Guidance \( 42 U.S.C. § 8253\(e\), Metering of Energy Use\)](#), November 2014.
- d. DOE: [Reporting Guidance for Federal Agency Annual Report on Energy Management \(per 42 U.S.C. § 8258\)](#).
- e. DOE: [Federal Building Energy Use Benchmarking Guidance](#), August 2014.
- f. DOE: [Contracting for Efficiency: A Best Practices Guide for Energy-Efficient Product Procurement](#), December 2019.
- g. DOE: [Federal Fleet Management Requirements](#)
- h. DOT Order 4353A: Sustainable Buildings Policy
- i. DOT Order 4354A: Energy Management Policy
- j. DOT Order 4355A: Water Management Policy
- k. DOT Order 4356A: Pollution Prevention and Waste Management Policy
- l. DOT Order 4357A: Sustainable Acquisition Policy
- m. DOT Order 4358A: Electronics Stewardship Policy
- n. DOT Motor Vehicle Fleet Management Order 4440.3D
- o. EPA: [Recommendations of Specifications, Standards, and Ecolabels for Federal Purchasing](#), July 2019.
- p. FAA: [Acquisition Management System \(AMS\)](#)
- q. GSA: [Bulletin FMR B-43, Vehicle Allocation Methodology \(VAM\) for Agency Fleets](#), March 2017.
- r. GSA: [Determining Compliance with Guiding Principles for Sustainable Federal Buildings](#), February 2016.
- s. GSA: [Federal Buildings Personnel Training Act \(FBPTA\) Core Competencies](#), June 2012.

### 5. Online resources

- a. CEQ: [Office of Federal Sustainability Website](#)
- b. DOE: [Compliance Tracking System \(CTS\)](#)
- c. DOE: [Federal Automotive Statistical Tool \(FAST\)](#)
- d. DOE: [EISA Federal Facility Management and Benchmarking Reporting Requirements and Guidance \(42 U.S.C. § 8253\(f\)\)](#)
- e. DOE: [Facility and Fleet Optimization](#)
- f. DOE: [Federal Buildings and Campuses Handbooks for Net Zero Energy, Water, and Waste](#), August 2017.
- g. DOE: [Guiding Principles for Sustainable Federal Buildings: Support Services, Resources, and Courses](#)
- h. DOE: [Portfolio Resilience Planning and Implementation](#)
- i. DOE: [Water Efficiency in Federal Buildings and Campuses](#)
- j. DOE: [Energy-Efficient Products](#)
- k. EPA: [Clean Water Act \(CWA\) and Federal Facilities](#)
- l. EPA: [Comprehensive Procurement Guidelines](#)
- m. EPA: [ENERGY STAR®](#)
- n. EPA: [Recommendations of Specifications, Standards, and Ecolabels for Federal Purchasing](#)
- o. EPA: [Resource Conservation and Recovery Act \(RCRA\) Overview](#)
- p. EPA: [Waste Management Hierarchy](#)
- q. EPA: [Overview of GSA Personal Property Disposal Process for Federal Electronics](#), June 2012.
- r. Federal Buildings Personnel Training Act Resources
  - 1) GSA: [Core Competencies](#)
  - 2) GSA: [Facilities Management Institute](#)
- s. [Federal Aviation Administration Acquisition Management System](#)
- t. EPA: [ENERGY STAR® Portfolio Manager](#)
- u. GSA: [Facility Management Institute](#)
- v. GSA: [Green Procurement Compilation \(GPC\)](#)
- w. GSA: [Office of Federal High-Performance Buildings](#)
- x. GSA: [Sustainable Facilities Tool](#)
- y. GSA: [Federal Real Property Profile Guidance Library website](#)

APPENDIX II: KEY TERMS.

1. ***Acquisition or Procurement:*** Obtaining supplies or services (including construction) by contract using appropriated funds by and for the use of the federal government through purchase or lease, whether the supplies or services are already in existence or must be created, developed, or demonstrated and evaluated. Acquisition begins when agency needs are established and includes the description of requirements to satisfy agency needs, solicitation, selection of sources, contract award and financing details, contract performance and administration, and those technical and management functions directly related to the process of fulfilling agency needs by contract.
2. ***Alternative Fuel Vehicles (AFV):*** Vehicles defined by section 301 of EPA Act 1992, as amended (42 U.S.C. § 13211) and including, electric-fueled and/or hybrid electric vehicles, plug-in hybrid electric vehicles, dedicated alternative fueled vehicles, dual-fueled alternative fueled vehicles, qualified fuel cell vehicles, and any other alternative fueled vehicles that are defined by statute.
3. ***Benchmarking:*** The practice of accounting for and comparing a metered building's current energy performance with its energy baseline or historical performance, or comparing a metered building's energy performance with the energy performance of similar types of buildings.
4. ***Building:*** Any building, structure, or facility, or part thereof, including the associated energy consuming support systems, which is constructed, renovated, leased, or purchased in whole or in part for use by the federal government and consumes energy; also a collection of such buildings, structures, or facilities and the energy consuming support systems for such collection. "Building" is used interchangeably with "facility" throughout this Order, based on the original statutory or guidance language.
5. ***Business Travel:*** Employee travel while on government business in vehicles not owned or leased by the Department, such as taxis, trains, commercial airplanes, and personal vehicles.
6. ***Comprehensive Energy and Water Evaluation (Evaluation):*** An inspection, survey, and analysis of energy and water consumption in a building, process, or system to identify conservation opportunities as required by 42 U.S.C. § 8253(f)(3)(A).

7. **Contract Action:** Any oral or written, authorized action that results in the purchase, rent, or lease of supplies or equipment, services, or construction using appropriated dollars over the micro-purchase threshold, or modifications to these actions regardless of dollar value. Contract action does not include grants, cooperative agreements, other transactions, real property leases, requisitions from federal stock, training authorizations, or other non-FAR based transactions.
8. **Covered Facility:** A facility that DOT has designated as subject to the requirements of section 432 of EISA (Pub. L. No. 110-140, as codified at 42 U.S.C. § 8253(f)), which requires agencies to designate facilities that collectively comprise at least 75 percent of their total facility energy use as “covered.” See also the definition of “facility.”
9. **DOT Acquisition Documents:** The documents that govern DOT’s purchase of goods and services, including the FAR, DOT Acquisition Regulation (TAR), DOT Acquisition Manual (TAM), and the FAA Acquisition Management System (AMS).
10. **DOT Sustainability Policies:** The complete set of policies set forth in the seven DOT Orders (Sustainable Buildings, Energy Management, Water Management, Pollution Prevention and Waste Management, Sustainable Acquisition, Electronics Stewardship, and this Order) to ensure that the Department and its OAs meet all applicable federal sustainability requirements.
11. **Energy Conservation Measure (ECM):** Energy and water efficiency and conservation measures identified during the comprehensive evaluation conducted pursuant to 42 U.S.C. § 8253(f)(3)(A) or otherwise. For the purpose of this Order, the acronym “ECM” will always represent both water and energy efficiency measures.
12. **Energy Intensity:** The energy consumed per gross square foot of federal building space, including direct combustion of fuel sources and/or indirect energy use via purchased electricity, steam, hot water, or chilled water.
13. **Energy Savings Performance Contract (ESPC):** A contract that provides for the performance of services for the design, acquisition, installation, testing, operation, and, where appropriate, maintenance and repair of an identified ECM or series of measures at one or more locations. The contract must meet the requirements of 42 U.S.C. § 8287, *et seq.*
14. **Environmental Management System (EMS):** A set of processes and practices based on ISO 14001:2015 that enable an organization to reduce its environmental impacts and increase its operating efficiency. The EMS itself does not dictate a level of environmental performance that must be achieved; each organization’s EMS is tailored to specific goals. The EMS serves as a framework to execute DOT-wide sustainability programs and track performance. The EMS aggregates data from many individual program areas such as energy, fuel consumption, water, waste management, recycling, and environmentally-preferable purchasing. It also functions as a

DOT-wide records system to monitor, measure, and report compliance. An SMS is similar to an EMS, and typically follows the same structure, but is expanded to include economic and social aspects as well as environmental aspects.

15. ***Energy Management System (EnMS)***: A set of processes and practices based on ISO 50001 that requires use of an EMS with the main purpose of using energy more efficiently. An EnMS integrates energy management into existing business systems, enabling organizations to establish policies and procedures to systematically track, analyze, and improve energy efficiency, and sustain achieved savings.
16. ***Evaluation***: See “Comprehensive Energy and Water Evaluation.”
17. ***Executive Action***: Includes EOs, presidential memoranda, implementing instructions, and other documents issued by the Executive Office of the President.
18. ***FAA Acquisition Management System (AMS)***: Per 49 U.S.C. § 40110(d), AMS establishes an acquisition life cycle management system for FAA, including both a contracting and program management system. AMS policy takes precedence over all other FAA policy dealing with any aspect of life cycle acquisition management and related disciplines. The FAA follows the AMS, rather than the FAR.
19. ***Facility***: Any building, installation, structure, or other property (including any applicable fixtures) owned or operated by, or constructed or manufactured and leased to, the federal government. “Facility” is used interchangeably with “building” throughout this Order, based on the original statutory or guidance language.
20. ***Federal Acquisition Regulation (FAR)***: A set of regulations governing the federal government’s purchasing process. Ensures purchasing procedures are standard and consistent, and conducted in a fair and impartial manner. The FAR does not apply to FAA per 49 U.S.C. § 106(f)(2)(D) and 48 CFR 1201.104(d).
21. ***Federal Procurement Data System-Next Generation (FPDS-NG)***: A database system for U.S. government procurement and federal contracting data. The FPDS-NG system allows for millions of procurement transactions from across the federal government to be recorded and reported upon in real-time.
22. ***Fleet***: All vehicles that are owned, operated, leased, or otherwise controlled by DOT as defined by 42 U.S.C. § 13212(b)(3).
23. ***Greenhouse Gases (GHGs)***: Gases defined to include CO<sub>2</sub>, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride.



24. **International Organization for Standardization (ISO) 14001:2015:** Sets out the criteria for an environmental management system to which performance can be certified. It does not state requirements for environmental performance, but maps out a framework that a company or organization can follow to set up an effective EMS. It can be used by any organization regardless of its activity or sector.
25. **Life Cycle Cost:** The amortized annual cost of a product, including costs associated with capital, installation, operations, maintenance, and disposal, discounted over the lifetime of the product. Subpart A of 10 CFR Part 436 describes the life cycle cost analysis methodology.
26. **Life Cycle Cost-Effective:** The life cycle costs of a product, project, or measure are estimated to be equal to or less than the base case (i.e., current or standard practice or product) in accordance with 10 CFR Part 436. Subpart A of 10 CFR Part 436 describes the life cycle cost analysis methodology.
27. **Meter:** An electromechanical or solid state device that cumulatively measures and records aggregated utility usage data for use in customer billing or energy management.
28. **Performance Contract:** A contract that identifies expected deliverables, performance measures, or outcomes, and makes payments contingent on their successful achievement. Performance contracts also use appropriate techniques, which may include consequences or incentives, to ensure that the agency receives the agreed-upon value. Any qualified contractor, including utilities, can conduct performance contracts.
29. **Resilience:** The ability to anticipate, prepare for, and adapt to changing conditions and withstand, respond to, and recover rapidly from disruptions.
30. **Scope 1 GHG Emissions:** Direct emissions from stationary combustion sources (DOT-owned or controlled electricity, heat, and steam), mobile fossil fuel combustion (DOT-owned or controlled vehicles, aircraft, ships), fluorinated gases, wastewater treatment (DOT-owned or controlled), solid waste/landfill (DOT-owned or controlled), and other fugitive and process emissions.
31. **Scope 2 GHG Emissions:** Indirect emissions resulting from the generation of purchased electricity, steam, hot water, or chilled water, combined heating and power, steam from Waste-to-Energy, and renewable power purchases, excluding GHG emissions credit associated with the purchase of Renewable Energy Certificates (REC).
32. **Scope 3 GHG Emissions:** Indirect emissions not included in Scope 2. Scope 3 GHG emissions are a consequence of DOT's activities but are released due to activities or from sources outside

DOT, such as vendor supply chains, delivery services, employee commuting, business travel, contracted solid waste disposal, contracted wastewater treatment, transmission and distribution losses associated with purchased electricity, and contractor emissions.

33. ***Sustainability:*** Meeting statutory energy and environmental requirements in a manner that increases efficiency, optimizes performance, eliminates unnecessary use of resources, and protects the environment for present and future generations.
34. ***Sustainable Acquisition:*** Also known as Green Purchasing, refers to purchasing products with environmental benefits and purchasing services under which these products will be supplied or used. Federal agencies are required to purchase sustainable products and services, as required by various laws, EO 13834, and the FAR and/or AMS. While sustainable acquisition is the primary focus of FAR Part 23, it is also addressed in FAR Parts 2, 4, 7, 8, 10, 11, 12, 36, 39, 42, and 52. Sustainable Acquisition applies to all acquisitions and contracting mechanisms used by federal agencies, including service contracts, leases, purchases made with government purchase and fleet cards and purchases below the micro-purchase threshold. Note, the FAR does not apply to FAA per 49 U.S.C. § 106(f)(2)(D) and 48 CFR 1201.104(d).
35. ***Sustainable Federal Building:*** Equivalent to a high-performance green building (42 U.S.C. § 17061(13)), which, when compared to similar buildings, reduces energy, water, and material use; improves occupant health and productivity; minimizes air and water pollution and waste generation; acquires sustainable products and services; increases reuse and recycling activities; integrates building systems; considers effects on human health and the environment and is located near multiple transportation modes.
36. ***Telework:*** A work arrangement that allows an employee to perform work during any part of regular, paid hours at an approved alternative worksite (e.g., home, telework center). This definition of telework includes what is generally referred to as remote work, but does not include any part of work done while on official travel or mobile work.
37. ***Utility Energy Service Contract (UESC):*** A limited-source contract between a federal agency and a serving utility for energy management services, including energy and water efficiency improvements and demand-reduction services.