Our Federal Energy, GHG and Sustainability Reporting is Done, So Now What?

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Bottom Line Up Front

- Agencies’ GHG and Sustainability Reports, IMPs, and SSPPs present new challenges but also opportunities
- After Action Review process can be used to distill lessons learned and improve the process for FY11 reporting
- Recommend focusing on practical suggestions on how to:
  - Use lessons learned to improve reporting and management
  - Analyze SSPP and Energy-GHG data to identify and prioritize agency efforts to meet multiple goals (energy, GHG, waste, etc.)
- Seize the new opportunities to use reporting data and process to catalyze collaboration across functional areas, target operational improvements, and inform investment
Agenda

- GHG and Sustainability Drivers
- E.O. 13514 Milestones
- Lessons Learned
- Sustainability Goals and SSPP Opportunities
- After Action Review Process
- Practical Suggestions for Process Improvement
- Practical Suggestions for Goal Achievement
- Seizing the Opportunities
- Questions?
Executive Order (E.O.) 13514

- On October 5, 2009, E.O. 13514 established new, mandatory Federal GHG and Sustainability Reporting requirements
Key E.O. Provisions for GHG Management

Key E.O. 13514 Provisions Related to GHG Reporting

- **Section 1**: Policy
- **Section 2a**: Goals for Agencies: Scope 1 & 2
- **Section 2b**: Goals for Agencies – Scope 3
- **Section 2c**: Goals for Agencies – Comprehensive Inventory
- **Section 8**: Agency Strategic Sustainability Plan
Federal GHG Reduction Goals

- On January 29, 2010, President Obama announced that the Federal Government will **reduce its GHG emissions** (Scope 1 and 2) by **28%** by 2020.

- On July 20, 2010, the White House released its indirect GHG emissions (Scope 3) **reduction goal of 13%** by 2020.
E.O. 13514 Milestones To Date

- **Spring 2010** – Section 9 interagency working group develops and submits GHG reporting guidance recommendations to the Council of Environmental Quality (CEQ)
- **June 2, 2010** – Agencies submitted their Strategic Sustainability Performance Plan (SSPP) and Scope 3 goals
- **October 6, 2010** – CEQ releases the Section 9 Guidance and Technical Support Document (TSD)
- **January 31, 2011** – Agencies submitted their FY08 and FY10 GHG and Sustainability Reports to FEMP
So You’ve Finished Reporting…Now What?

- Federal agencies submitted their FY08 & FY10 GHG and Sustainability Reports on January 31st, 2011
- You helped your team to successfully meet this first reporting challenge
- But, you now face the daunting questions of:
  - So what now?
  - How do we make progress toward our goals?
  - How can we make FY11 reporting easier and more useful?
  - How can we do so now in an even more fiscally constrained environment?
Sustainability Goals and SSPP Opportunities

- Federal agencies just spent the last year reporting on new multitude of energy, GHG, and sustainability metrics.
- However, these associated goals demand immediate attention if they are going to be achieved.
- Agencies’ SSPPs provide “one stop shopping” for goals and metrics.
- Together the SSPPs and GHG and Sustainability Reports offer a treasure trove of data and opportunities to be proactively managed and leveraged.

### GHG Reduction Goals By 2020

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Lessons Learned from Your GHG Team

• Agencies’ now have experience working through the GHG and Sustainability Report
• Time is ripe for lessons learned on data compilation, analysis and reporting process streamlining
• Report offers new cross-cutting window on agencies operations spanning across their energy, transportation, and environmental activities
• Agencies’ teams are still intact, knowledge is fresh, and have some perspective at this juncture
• Golden opportunity to look forward to the future and learn from this experience
After Action Review (AAR) Process

• AAR process is an opportunity for strategic learning and institutional planning for next year
• Process focuses on four key questions:
  – What did we set out to do?
  – What actually happened?
  – Why did it happen?
  – What are we going to do next time?
• Allocate about half of your effort on the last question
  – Prioritizing efforts to improve the process for next year

Practical Suggestions for Process Improvement

• Leverage existing processes (EMS, etc.) to formalize this continual improvement and learning process
• Provide an opportunity for your team to focus on this
  – Planning retreat, workshop, etc.
• Identify your key lessons learned
  – What worked?
  – What did not work?
  – What took the most time and could be streamlined?
• Start you planning for FY11 reporting now
• Prioritize what your agency wants to work on for next year and into the future
Now that you’ve finished one inventory, you have encountered a multiplicity of data challenges
- Uncertainty in data boundaries (HQ data vs. field data)
- Unclear data ownership and contacts
- Data gaps – just not collected

This is the time to improve your data!

Work with your team POCs to update data gaps and clarify data ownership questions that emerged

QA/QC does not end after you submit your reports

Use Inventory Management Plan to record updates
Process Improvement – Inventory Management Plans (IMPs)

- IMPs formalize the inventory process by identifying:
  - Standard Operating Procedures for preparing the inventory
  - Data call schedules
  - Points of contact
- Update your IMP(s) based on your team’s experiences
- Formalizing the ad-hoc process will help you:
  - Retain institutional process knowledge despite staff turnover
  - Communicate the process throughout the agency
  - Conduct your inventory more efficiently next year
- Additional sub-agency level IMPs are useful
Process Improvements –
Informal Lessons Learned

• Some lessons learned are not captured in an IMP:
  – “John is unresponsive, email him every day”
  – “Bill can pull strings to get us fugitive data”
  – “Lisle is very responsive and will help us quickly”
  – “Bill’s mailbox is still full, and he owes me $40!”

• Informal lessons learned are important and need to be captured!

• Recommend tracking via an informal sister document to the IMP
Process Improvements – Communications

- Maintain open communication with all your POCs
- Keep your GHG and Sustainability team members updated and engaged for the next inventory
- Get their input on ways to streamline and improve internal processes
- Encourage team communication to facilitate sharing
- Use common workspaces to create transparency
- Recommend holding monthly meetings at a minimum!
Practical Suggestions for Goal Achievement

- Use SSPP, IMP, and GHG and Sustainability Reports together
- Perform a close review of your GHG and Sustainability Reports
- Identify your major energy users and GHG producers
- Examine who controls these operations and makes decisions
- Evaluate what additional information is needed to make decisions in ways that meet multiple requirements, such as:
  - Energy intensity reduction
  - GHG emissions reduction
  - Local air quality improvement
  - Waste reduction
Seizing the Opportunity for Sustainability

• New energy, GHG, and sustainability reporting represents challenges but also new opportunities
• Reporting requires collaboration across functional areas (energy, environment, transportation, etc.)
• Outcomes can identify projects with multiple benefits
• Helps reduce operational costs by linking energy and GHG reduction goals to operational improvement
• Sustainability activities can more visibly support your agency’s achievement of multiple goals
Questions?

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