

August 26, 2010

MEMORANDUM FOR: See Distribution List

FROM: Mary C. Pleffner  
Director for Administrative Services

SUBJECT: Department of Commerce Strategic Sustainability  
Performance Plan Distribution

The purpose of this memorandum is to provide you with the Department's Strategic Sustainability Performance Plan (Plan). President Obama issued Executive Order (EO) 13514, *Federal Leadership in Environmental, Energy, and Economic Performance*, on October 5, 2009. EO 13514 calls upon Federal agencies to establish an integrated strategy towards sustainability and to make greenhouse gas emissions reduction a priority.

As noted in Section 2 of the EO, Goals for Agencies, each agency was required to prepare and implement a multi-year Plan to prioritize actions in meeting various mandates. A Departmental working group that included several operating units was established to develop the Plan. The EO required the Plan to be submitted in June 2010 to the Chair, Council for Environmental Quality, and the Director, Office of Management and Budget (OMB). The Plan has been approved by OMB and is attached for your review.

In order to implement the Plan, we ask that each operating unit designate a point of contact to assist with the annual progress evaluation of the nine mandated goals in the Plan. This designee should be of an appropriate level within the operating unit to report on energy, environmental, information technology, acquisition, and real property programs. We are developing an Operations Guide to help clarify specific responsibilities within DOC.

Please provide contact information for your designee to the Office of Sustainable Energy and Environmental Programs by Friday, October 1, 2010. Contact information and/or questions should be directed to Robert Scinta (e-mail: [rscinta@doc.gov](mailto:rscinta@doc.gov) or phone 202-482-3114).

Thank you for your assistance.

Attachment

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