



## Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

# Social Security Administration

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Federal Government

Member since February 2011

## Management and Leadership

### Environmental Policy Statement

*The policy statement provided below and our Strategic Sustainability Performance Plan is available to the public at:*

<http://www.ssa.gov/facilities/docs/SSASustainabilityPlan.pdf>

*The Social Security Administration (SSA) touches the lives of virtually every person in America. We run one of the Nation's largest entitlement programs and the Supplemental Security Income program, which provides financial support for the Nation's aged, blind, and disabled adults and children with limited resources. While fulfilling our mission to provide economic security, we will continue our history of promoting a clean energy economy, environmental leadership, and sustainability. We will work cooperatively with other Federal, state, county, and local governments to promote sound environmental management practices while providing a safe and healthy work environment for our employees.*

*We are pleased to publish this Environmental Policy Statement as part of our Strategic Sustainability Plan, and we will complete an organizational Environmental Management System by September 2012. These documents provide our agency with a structured, systematic approach for managing environmental and regulatory responsibilities to continuously improve overall environmental stewardship.*

*To promote environmental stewardship, SSA officials will:*

- Comply with all environmental and energy related statutes, Executive Orders (EO), and any applicable Federal, state, and local regulations.*
- Consider environmental aspects when making planning, purchasing, operating, and budgetary decisions. As examples, we plan to purchase an increased amount of renewable energy at the Headquarters campus and the Wilkes-Barre Data Operations Center and to install more efficient boilers in the Headquarters boiler plant.*
- Conserve resources and prevent pollution by educating and encouraging employees and contractors to reduce energy consumption and water usage, reduce the amount of waste produced, and promote re-use and recycling whenever possible.*
- Continue improving environmental stewardship by setting environmental goals, measuring progress, taking corrective action when necessary, and communicating the results. We have set a greenhouse gas reduction goal of 21 percent through 2020.*
- Communicate and reinforce this policy throughout the agency.*

*We are pleased to promote environmental leadership and sustainability at SSA.*



#### **Environmental Team**

*In 2010, the Social Security Administration nominated a member of the senior staff as the agency Senior Sustainability Officer. This provides a high level of focus on our environmental and sustainability activities. We developed a number of environmental teams to enable SSA to track and meet our environmental goals.*

*The Sustainability Workgroup or “Green Team” is comprised of a cross section of members from various disciplines including facilities management, the acquisition department, our computer management staff, and our fleet vehicle staff. This group tracks progress on goals related to reducing water and electricity use; electronic stewardship including proper reuse/donation or disposal of electronics; green purchasing; recycling and waste disposal, high performance sustainable buildings; and greenhouse gas inventory development and management. The SSA Sustainability Workgroup meets on a quarterly basis to ensure continual tracking of our environmental initiatives. In addition to this workgroup, SSA has sub-work groups to track our larger initiatives such as the energy workgroup; regional workgroup; a hazardous waste minimization team; and the environmental management system team.*

*SSA developed an Earth Day planning committee to develop our upcoming Earth Day celebration. The goal is to educate employees about SSA’s*

*greening initiatives and provide information for employees to use in their homes and lives to become more sustainable and environmental stewards. SSA began a nationwide employee awareness campaign that will educate employees on our sustainability efforts through articles in agency publications and videos highlighting our on-site renewable projects throughout the country.*

**Annual Environmental Goals**

*The SSA Sustainability Workgroup is responsible for tracking goals related to implementation of SSA's various environmental plans and initiatives. We are developing an organizational Environmental Management System that will track all environmental goals.*

*SSA developed the following goals to improve our carbon footprint:*

- 1. SSA has set a goal to increase the use of alternative fuels in our fleet vehicles by 114% from fiscal year 2005 to fiscal year 2013. We plan to reduce the use of petroleum by 58% by 2013.*
- 2. SSA plans to reduce energy consumption by 4% annually from a baseline year of fiscal year 2003 through fiscal year 2013.*
- 3. SSA set a goal to increase the amount of non-hazardous waste diversion by 50% in 2013.*
- 4. SSA set a goal to purchase 99% of electronic products that are EPEAT-registered by 2013.*
- 5. SSA plans to put sustainable acquisition requirements in 95% of its new contracts by fiscal year 2011.*
- 6. SSA's goal is to reduce Scope 1 and 2 greenhouse gases by 21% between 2008 and 2020.*

**Environmentally Preferable Purchasing**

*SSA developed a green purchasing plan. All contracting officials are aware of the plan and are encouraged to take a green purchasing training class. The plan outlines requirements for purchasing products and services that are energy efficient, water efficient, bio-based, environmentally preferable, non-ozone containing, contain recycled content and are non-toxic or less toxic alternatives. In the first quarter of 2011, SSA auditing determined 95% compliance for green language in contracts.*

## Waste

### **Solid Waste Reduction and Reuse**

*SSA has an in-house policy to donate excess supplies, furniture, and computers to qualified organizations such as public schools. We have a newly designed virtual store that displays unused and gently used furniture stored in our warehouse. The virtual store gives SSA components the ability to acquire furniture already owned by the agency instead of ordering new.*

### **Recycling**

*SSA recycles aluminum cans, plastic bottles, glass, office paper, mixed paper, scrap metal, fluorescent lamps, and batteries. SSA ensures electronic products that have reached the end of their useful life are donated or recycled by companies or organizations that use environmentally sound management practices. In fiscal year 2010, SSA recycled 1,494 tons of trash from our headquarters campus in Maryland. The waste diverted from a landfill by SSA between 2008 and 2010 is equivalent to taking 184 passenger vehicles off the road in one year.*

### **Hazardous Waste/Toxic Use Reduction**

*SSA's hazardous waste minimization team is developing a new hazardous waste minimization plan. The team will analyze the waste stream and develop a strategy to reduce waste over the next several years.*

*Our Hazard Communication (HazCom) Program ensures that we reduce the use of hazardous materials. The program provides training to employees who routinely work with chemicals and includes a Material Safety Data Sheet (MSDS) review for all products purchased. Industrial Hygienists review the MSDSs to determine the appropriate use and to determine if there are less toxic alternatives. We keep catalogued MSDSs on site and our headquarters.*

*SSA has a Spill Prevention Control and Countermeasures (SPCC) Plan. It includes locations of underground and above ground storage tanks along with spill response and reporting procedures.*

## Energy

### **Energy/Renewable Energy**

*SSA has had energy conservation measures (ECMs) installed at its main complex since 2003. They include high efficiency lighting; building automation*

systems; lighting controls; high voltage capacitors; and photovoltaic parking lot lights. Across the country at our larger facilities, we installed photovoltaic panels on our roofs in Richmond, CA and Chicago, IL. We also installed urban wind turbines on our roof in Chicago.

SSA purchases renewable energy from the energy providers at the majority of our larger facilities across the country. For our headquarters campus in Maryland and related Maryland facilities, we purchase 5% renewable energy from the local energy provider. We reduced our energy use and increased our purchases of renewable energy in Maryland. In our eastern region facilities including Maryland, these changes amounted to reductions in greenhouse gas emission between 2008 and 2010 equivalent to removing 713 passenger size vehicles from the roads annually. SSA set goals to reduce energy consumption nationwide to continue these efforts.

## Transportation

### Fleet Vehicles

SSA is at the forefront of other Federal agencies in optimizing energy efficiency of our fleet vehicles. We are right sizing the fleet including returning underutilized vehicles. We replace sport utility vehicles with light duty alternative fuel vehicles (AFVs). In FY 2009, we replaced 50 gasoline vehicles with 50 AFVs. SSA has continually exceeded our goals for petroleum reduction and increased the use of alternative fuel since the 2005 baseline. We will continue this effort and will help others agencies do the same by installing fuel controller systems to allow other Federal agencies to use our alternative fuel pumps.

## Green Building

### LEED Certified

Three of SSA's main complex buildings obtained a LEED certification through the U.S. Green Buildings Council for new construction. Our New York, NY facility received an Energy Star rating in 2010.

SSA's Sustainable Building Implementation Plan ensures that we consider green building features during large-scale renovation and new construction projects.



Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.

Learn more at [www.green.maryland.gov/registry](http://www.green.maryland.gov/registry)

