

Office of Administrative Hearings
Sustainability Progress Report
7/1/05 - 6/30/06

	REQUIRED ACTIONS	COMPLIANCE		GOALS	PROGRESS TO DATE	BARRIERS AND CHALLENGES	SUCCESS FACTORS	DOCUMENTED SAVINGS	
I Green Buildings									
1	High Performance Public Building bill (ESSB 5509)	# of Applicable Buildings Built or Remodeled in FY06	# LEED Silver Standard Certified (or in the process of being certified)	Ensure future remodels or new construction meet requirements of ESSB 5509	No OAH buildings were newly built or remodeled during FY06	None	In 2005, the building owner completed a retrofit of all lights in our Olympia office building.	Not available. Building owner completed at their expense.	
		0	0						
II Reduce Petroleum Use by 20% by 2009									
1	Reduce Gallons of Gasoline Purchased (for vehicles)		FY06 273	FY03 304	Continue to reduce gas consumption.	Seen a decrease of 31 gallons purchased from FY03 to FY06	Due to the nature of our work, many ALJs must commute offsite to hearings which requires gas consumption.	Decrease of 31 gallons of gas since FY03. Agency owned 3 vehicles, but has since gotten rid of one.	Varies. Based on cost of gasoline at time of purchase.
	Miles Drive by Vehicle Ownership	POV	25,754	66,696	Continue to reduce POV mileage for work-related functions.	Seen a decrease of 40,942 miles in POV mileage. Much of this savings was due to reduction in ALJ travel to hearings and training.	Due to the nature of our work, many ALJs must commute offsite to hearings which requires use of POV vehicles.	Large decrease in POV mileage.	
		Agency Owned	7973	7034	Continue to reduce mileage on agency owned vehicles. Consider trade in for fuel efficient vehicles.	No reductions.			
		Motor Pool	2390	n/a	Use motorpool as needed.		Motorpool not available to staff in most field offices.		
	Total Miles		33,966	73,730					

Office of Administrative Hearings
Sustainability Progress Report

7/1/05 - 6/30/06

	Optional: Increase employee participation in CTR program				Continue to emphasize and promote agency's CTR policy.			Many employees utilize the CTR program.	
2	Freeze Four Wheel Drive (4WD) Purchases		# of 4WD Vehicles Purchased	# Approved or Exempt	Do not use.	Our agency does not use 4WD vehicles.	None		
			0	0					
3	Give Priority to Fuel Efficient/Low Emission Vehicles		Total # of Vehicles Purchased	# of Vehicles Purchased: (1) with fuel economy of at least 30mpg; and (2) meeting EPA Federal Emissions Standards	Future purchases will include fuel efficient vehicles. Encourage rental of fuel efficient vehicles.		None	Several employees already own fuel efficient vehicles.	
			0	0					
			Average mpg of Fleet						
			0	0					
4	Replace Pre-1996 Light Duty Vehicles (under 8500 gvw) That Are Driven More than 2,000 Miles/year by January 2008		# of Pre-1996 Light Duty Vehicles	Agency Implementing Plan for Replacement	Work with GA to determine best option for our agency fleet management.				
			1	Y					
5	Use Minimum 5% Biodiesel for Agency Vehicles Using Diesel, and Replace Standard Diesel with a 20% Biodiesel Blend by 2009	Gallons of Diesel Purchased	Gallons of Biodiesel Purchased	Gallons of At Least 5% Diesel Purchased		Our agency does not own or use diesel vehicles.			
		0	0	0					
6	Fleet of 100 or More - Submit Fleet Management Plan. Less than 100 Fleet - Consider Transferring to GA	# Vehicles in Fleet	Fleet Management Plan Submitted?	Contract Transferred to GA	Work with GA to determine best option for our agency fleet management.				
		2	n/a	No					
7	Request Fuel Efficient, Low Emission Vehicles for Employees from Commercial Vendors				Encourage rental of fuel efficient vehicles.		None		

Office of Administrative Hearings
Sustainability Progress Report
7/1/05 - 6/30/06

III Reduce Lifecycle Impacts of Paper Products									
1	Purchase Office Paper with a Minimum of 30% Post Consumer Recycled Content by 9/1/05	Reams of Paper Purchased			Continue to purchase recycled paper and increase recycle content.	We met the goal of increasing our recycled content paper consumption; we no longer purchase virgin paper.		100% paper purchases are now recycled content.	
		Virgin	30% Recycled	100% Recycled					
		0	6580	0					
2	Reduce Use of Office Paper by 30% by 9/1/09 based on FY03 Plans	Reduction	Reams Purchased in FY06	Reams Purchased in FY03	Continue to reduce paper consumption and increase electronic communications with clients and other state agencies.	Reduction of 740 reams of paper purchased.	OAH produces a high volume of decisions which results in paper consumption. Many clients do not have means to receive decisions electronically.	OAH no longer purchases virgin content paper; only recycled.	
		740	8010	8750					
3	Increase Percentage of Environmentally Preferable Paper (EPP) Purchased to at Least 50% by 9/1/06		Reams of 100% Recycled Paper Purchased (8.5x11)	100% Recycled Paper as a Percent of Total Paper Purchases	Currently, we do not use 100% recycled paper. We plan to increase our purchase of higher recycle content paper.				
			0	0					
4	Recycle 100% of Used Office Paper				Continue to encourage employees to recycle used office paper.	We have improved our habits of using recycled office paper. Many offices use the back side of used paper for memos to file, etc.		Increased use of used office paper. We estimate approximately 90% of used office paper is recycled.	

Office of Administrative Hearings
Sustainability Progress Report

7/1/05 - 6/30/06

5	Increase Use of Post Consumer Recycled Janitorial Paper Products		FY05	FY06		We currently recycle toner and printer cartridges. Batteries and computers are also being recycled.	Janitorial services are provided under our leases for each office. We do not purchase janitorial products.		
		Cases of Janitorial Paper Products Purchased	0	0					
		Products with Recycled Content Purchased	0	0					
		Paper Products with Recycled Content	0	0					
IV Achieve Gains In Energy Conservation									
1	Reduce Energy Purchases by 10% from FY03 by 9/1/09 (units used)	Reduction in Energy Purchases	FY06	FY03		We continue to encourage energy conservation by asking employees to turn off unnecessary lighting and office or other electrical equipment.	Energy costs are paid by landlord under our lease agreements.	By having all of our lighting retrofitted in our Olympia office in 2005, we anticipate that we improved our overall energy efficiency.	
2	Natural Gas Purchases	n/a	FY06	FY03	n/a	n/a	OAH does not use natural gas consumption in any of its offices.	n/a	
			0	0					
3	Suggested Strategy: Establish On-site Programs Promoting Energy Conservation (e.g., prohibit personal appliances)								
4	Total Building Square		FY06	FY03					

Office of Administrative Hearings
Sustainability Progress Report

7/1/05 - 6/30/06

	Footage		54,334	53,660		In 2005, we consolidated three of our Olympia field offices into one building; however, we increased our overall square footage by 674.			
5	Suggested Strategy: Use Renewable Resources (describe any on-site projects or purchases of green power)		% Green Power Purchased (green tags)	Units Used (therms)	n/a	n/a	n/a	n/a	
			n/a	n/a					
V	Reduce Use of Products with Persistent, Toxic Chemicals								
1	Adopt Measures to Reduce Use of Equipment, Supplies and Other Products that Contain Persistent, Toxic Chemicals (EO 04-01)				Continue to purchase green products through Central Stores. Recycle computer equipment using participating recycling companies.	All chemical-related products are purchased through Central Stores and are "green" products.	None		
VI	Communications and Education								
1	Take Steps to Educate Employees or Clients				Continue to educate employees about sustainable efforts.	Employees are more aware of sustainability and the importance of recycling and using green products.	Increasing employee efforts in sustainability.		