

Sustainability Report FY 2007

Washington's Lottery

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These reports are conducted annually for the Fiscal Year (FY) that just ended (the FY runs from July 1st through June 30th) by the various agencies of the State of Washington in fulfillment of Executive Orders 05-01, 04-01, and 02-03.

Green Buildings

Statewide Goals:

- The requirements in E.O. 05-01 regarding green building are superseded by the High Performance Public Building bill (ESSB 5509). ESSB 5509 requires all construction or remodeling projects of any occupied or conditioned space larger than 5,000 square feet to conform to the LEED (Leadership in Energy and Environmental Design) Silver Standard (or equivalent) The legislation applies to remodeling projects costing more than 50% of the assessed value.

Buildings (Remodeled or New Construction)

Year (FY)	2003	2004	2005	2006	2007
Conventional Buildings					0
LEED Silver					0
LEED Gold or Higher					0
Total LEED Certified					0
Total					0
Units	<input checked="" type="checkbox"/> # of buildings <input type="checkbox"/> ft2				

Comments: The Lottery had no qualifying projects.

Space

Statewide Goals:

- No listed statewide goals

Total Space Use

Year (FY)	2003	2004	2005	2006	2007
Office Space					40,049
Non-Office Space					23,381
Total					63,430
Units	<input checked="" type="checkbox"/> feet2 <input type="checkbox"/> meters2 <input type="checkbox"/> miles2 <input type="checkbox"/> kilometers2				

Transportation

Statewide Goals:

- Reduce petroleum consumption by 20% from FY 2003 levels by FY 2009
- Use minimum 5% biodiesel for agency vehicles using diesel, and replace standard diesel with a 20% biodiesel blend by 2009.
- Replace pre-1996 light duty vehicles (those under 8,500 pounds gross vehicle weight) that are driven more than 2,000 miles a year by January 2008.)
- Give priority to fuel efficient / low emissions vehicles
- Freeze Four Wheel Drive (4WD) purchases (exempting those with fuel economy greater than 30 mpg or those purchased for law enforcement or emergency response purposes). All others must be approved by agency director.
- Request fuel efficient, low emission vehicles for employees from commercial vendors.
- For all agencies with a fleet of 100 or more light duty vehicles (vehicles with a gross vehicle weight of less than 8,500 pounds), submit a Fleet Management Plan. For agencies with less than 100 light duty vehicles, consider transferring vehicles to or contract with GA.
- Optional: Increase Employee Participation in Commute Trip Reduction (CTR) Programs

Agency Goals:

- Increase the availability of Flexible vehicle fuels

Agency Actions and Programs:

- Acquire flexible fuel vehicles

Progress to Date:

- All vehicles acquired have been gas hybrids

Barriers and Challenges:

- Gas hybrid SUV's have less space than the minivans they are replacing

Success Factors:

- We have developed procedures for drop shipping bulky items and we are planning to set up an extra supply point to support our sales force.

Total Gasoline (non-diesel)

Year (FY)	2003	2004	2005	2006	2007
Ethanol					0
Petroleum					33,763
Total					33,763
Units	<input checked="" type="checkbox"/> gallons <input type="checkbox"/> liters <input type="checkbox"/> \$				

Comments: Source-Report from State Motor Pool

Diesel Fuel

Year (FY)	2003	2004	2005	2006	2007
Ultra Low Sulfur (Highway)					0
Off-Road					0
Biodiesel					0
Total					0
Units	<input type="checkbox"/> gallons <input type="checkbox"/> liters <input type="checkbox"/> \$				

Comments: No diesel vehicles

Miles Driven

Year (FY)	2003	2004	2005	2006	2007
Personally Owned Vehicles					54,973
Agency Owned Vehicles					0
Motor Pool Managed Vehicles					679,526
Total					734,499
Units	<input checked="" type="checkbox"/> miles <input type="checkbox"/> kilometers				

Agency Owned Fuel Efficiency

Year (FY)	2003	2004	2005	2006	2007
Fuel Efficiency					0
Units	Miles per gallon (MPG)				

Comments: No agency owned vehicles

Agency Owned Fleet Size

Year (FY)	2003	2004	2005	2006	2007
Amount					0
Units	# of Vehicles				

Comments: No agency owned vehicles

Pre-1996 Vehicles Remaining

Year (FY)	2003	2004	2005	2006	2007
Amount					0
Units	# of vehicles				

Comments: No agency owned vehicles

Vehicles Purchased

Year (FY)	2003	2004	2005	2006	2007
Conventional					0
> 30 MPG					0
4WD (note exception purchases)					0
Total					0
Units	# of vehicles purchased				

Comments: No agency owned vehicles, but in FY07, the Lottery replaced two motor pool minivans with hybrid SUV's. The Lottery now has nine hybrids out of 46 vehicles.

Additional Notes - Transportation

Has your agency implemented Commute Trip Reduction Programs? What is the level of employee involvement?

- The Lottery has a commute trip reduction program. Participation has averaged 17.5 employees and 256 non-SOV commuting days per month.

Does your agency have contracts or agreements in place with vendors (specifically rental car vendors) to request fuel efficient, low emissions vehicles?

- The Lottery has procedures in place to request fuel efficient, low emissions vehicles from the state rental car contractor.

Paper

Statewide Goals:

- Purchase office paper with a minimum of 30% post consumer recycled content by Sept. 1, 2005. Include all white 8.5x11 paper. Provide justification for all purchases of virgin paper. If you have made changes in other paper purchases, please describe at right.
- Reduce use of office paper by 30% by Sept. 1, 2009, based on FY 2003 plans
- Increase the percentage of environmentally preferable paper (EPP) purchased to at least 50% by Sept. 1, 2006. (EPP is defined as 100% recycled content paper with a minimum of 50% post consumer waste.)
- Recycle 100% of used office paper
- Increase use of post consumer recycled janitorial paper products.

Agency Goals:

- Increase employee commitment to preventing waste of resources

Agency Actions and Programs:

- Conduct ongoing campaign to reduce junk mail
- Reduce unsolicited faxes
- Conduct a study on copiers, printers and their use
- Educate staff on paper saving practices
- Identify business practices that can be changed to reduce resources

Progress to Date:

- The study on copiers and printers was completed and the results accepted by management. Implementation will result in the elimination of 25 printers and seven faxes.

Barriers and Challenges:

- Staff turnover and workload from the primary mission has prevented the other activities from continuing as planned.

Success Factors:

- Management support by modeling paperless meetings has reinforced the commitment to our goal.

Paper Purchased (8.5 x 11)

Year (FY)	2003	2004	2005	2006	2007
Virgin					0
30 -40% recycled					111
100% recycled / EPP					2,005
Total					2116
Units	<input type="checkbox"/> sheets <input checked="" type="checkbox"/> reams <input type="checkbox"/> cases <input type="checkbox"/> tons				

Paper Used (other than 8.5 x 11)

Year (FY)	2003	2004	2005	2006	2007
Virgin					4
30-40%recycled					59
100% recycled / EPP					0
Total					63
Units	<input type="checkbox"/> sheets <input checked="" type="checkbox"/> reams <input type="checkbox"/> cases <input type="checkbox"/> tons				

Amount of Office Paper Recycled

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds <input type="checkbox"/> kilograms <input type="checkbox"/> tons				

Comments: The Lottery has no program to measure the amount of paper recycled. However, we provide deskside paper recycling bins and virtually all paper is recycled. In addition we recycled approximately 126 tons of unsold scratch tickets in FY07.

Janitorial Paper

Year (FY)	2003	2004	2005	2006	2007
Non-recycled					21
Containing recycled content					37
Total					58
Units	<input checked="" type="checkbox"/> cases <input type="checkbox"/> tons <input type="checkbox"/> Other				

Additional Notes

What steps is your agency taking to decrease paper usage or increase the proportion of recycled paper used?

- The goal over the course of the next year is to implement paperless meetings through the use of multifunctional large screens.

Energy

Statewide Goals:

- Reduce energy purchases by 10% from FY 2003 by September 1st, 2009

Agency Goals:

- Reduce power consumption 3%
- Reduce natural gas use 3%

Agency Actions and Programs:

- Train employees to turn off lights, computers, fans, and nonessential powered equipment not in use.
- Report power consumption to employees
- Keep heating settings at 70 degrees during work hours
- Progress to Date: We conducted a campaign to eliminate the use of space heaters within the headquarters. During the campaign we completely eliminated the use of space heaters. However, we were unable to observe a reduction in electricity use. In spite of this, the awareness we developed during the campaign has resulted in much lower use of space heaters and this should result in a long term reduction of electricity use for space heaters.

Barriers and Challenges:

- In spite of conservation programs, electricity use increased by 1.9% over FY 2006. Additional backup air conditioners for computer rooms and the occupancy of a new meeting room have increased consumption of electricity.

Success Factors:

- Agency leadership support for the space heater campaign resulted in excellent participation and acceptance by Lottery staff members, even though some were uncomfortable at times.

Total Electricity

Year (FY)	2003	2004	2005	2006	2007
Conventionally Purchased					536,320
Green Electricity					0
Self-Generated (ex: backup)					0
Total					536,320
Units	<input checked="" type="checkbox"/> kWh <input type="checkbox"/> BTU <input type="checkbox"/> \$				

Comments: PSE erroneously dropped the Lottery from the green electricity program more than a year ago but this was not discovered until recently. The Lottery will restore our monthly purchase of 8800 kWh.

Natural Gas

Year (FY)	2003	2004	2005	2006	2007
Amount					12,391
Units	<input checked="" type="checkbox"/> therms <input type="checkbox"/> BTU <input type="checkbox"/> \$				

Comments: Last year report was in BTU.

Fuel Oil and Propane

Year (FY)	2003	2004	2005	2006	2007
Amount					0
Units	<input type="checkbox"/> therms <input type="checkbox"/> BTU <input type="checkbox"/> \$				

Comments: None

Energy Conservation Program Description

Please describe your energy conservation program if your agency has one.

- We discourage the use of space heaters and encourage turning off unused lights by posting reminders at light switches.
- We report energy use to the Lottery staff so they can see the results of their efforts. We monitor thermostat settings to ensure they are set correctly.
- Our printer/copier study used energy reduction as one of the factors supporting a consolidation of equipment.

Water Use

Statewide Goals:

- No statewide goals, but EO 02-03 calls for minimizing water use

Barriers and Challenges:

- Most of our offices are not metered separately. Only the Lottery headquarters has a meter.

Water Used

Year (FY)	2003	2004	2005	2006	2007
Amount					461.47
Units	<input type="checkbox"/> gallons <input checked="" type="checkbox"/> ICCF (hundreds of cubic feet)				

Comments: Report is only for Lottery headquarters. Other facilities not metered separately.

Waste and Recycling

Statewide Goals:

- No statewide goals, but EO 02-03 calls for reducing or eliminating waste resulting from an inefficient or improper use of resources

Agency Actions and Programs:

- Although not part of the sustainability plan, the Lottery has a long-standing program to recycle all unsold Lottery tickets. For FY07 the Lottery recycled approximately 125 tons of unsold scratch tickets. We also recycle used vinyl banners that are used to make items like purses and CD cases. We recycle other plastic Point of Sale items when we can find a recycler.

Barriers and Challenges:

- Although plastic is the material of choice for Point of Sale devices, the quantities and mixes of materials makes it difficult to recycle.

Waste Disposed

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds <input type="checkbox"/> kilograms <input type="checkbox"/> tons				

Comments: The Lottery has no measurement system in place. Billing arrangements at all locations are based on container size and pickup frequency, not weight or volume.

Compost Collected/Composted

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds <input type="checkbox"/> kilograms <input type="checkbox"/> tons				

Comments: None

Non-Paper Material Recycled

Year (FY)	2003	2004	2005	2006	2007
Amount					
Units	<input type="checkbox"/> pounds <input type="checkbox"/> kilograms <input type="checkbox"/> tons				

Comments: Although there is no measurement system in place, the Lottery has an ongoing effort to find ways to recycle plastic Point of Sale materials.

Additional Notes

Education and Outreach

Statewide Goals:

- Take steps to educate employees or clients about sustainable practices

Agency Goals:

- Educate all employees on the agency's footprint

Agency Actions and Programs:

- Report on sustainability progress quarterly
- Distribute the updated sustainability plan by posting on the intranet site.
- Write informational articles for agency newsletters/intranet/bulletin boards/emails
- Provide sustainability speakers for employee meetings
- Survey employees on a periodic basis to measure awareness.

Progress to Date:

- The agency sustainability committee reported on progress to all employees at our July employees meeting. The committee makes a short presentation on sustainability at each of the bimonthly employees meetings.
- Our plan and annual report are posted on line for all employees to view.
- The committee provides an informational email on sustainability to all employees weekly.

Barriers and Challenges:

- As sustainability has become more of our agency routine, it is more difficult for employees to find time to devote to the subject. When employees get new assigned new tasks, older ones lose their priority. This is particularly critical to a program that runs on volunteer effort.

Success Factors:

- The committee has found that keeping our messages short, interesting and interactive are the keys to communication.

Additional Notes

How is your agency educating its employees about sustainability and environmental policies?

- The sustainability committee makes a presentation at every employee meeting. We publish an all-employees email with a sustainability factoid or a motivating message every week. We maintain a table at the employee entrance with some educational material on sustainability. We cover a new topic every two weeks.

How is your agency engaging the community in its sustainability efforts?

- Our educational effort with employees focuses on sustainable practices that they can use at home and share with friends and family. We are also beginning an effort to involve the Lottery's ad agency in a program to publicize our sustainability efforts and accomplishments. A member of the recycling committee has been selected by the Governor's GMAP office to give a presentation on Prudent Spending and Sustainability to the Governor's Leadership council.

How is your agency leading by example to motivate positive change?

- We sell only recyclable lottery tickets. We are converting our vehicle fleet from minivans and sedans to hybrid vehicles as the motor pool identifies them for replacement. We are now recycling banners with lottery logos that are being made into purses and CD cases and we've assisted another agency in setting up a similar program.