



Federal Maritime Commission
Fiscal Year 2013
Strategic Sustainability Performance Plan
Scope 3 Greenhouse Gas Reduction

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The Federal Maritime Commission

The Federal Maritime Commission (FMC, agency or Commission) is an independent agency of the U.S. Government which regulates oceanborne transportation in the foreign commerce of the United States. The Commission administers the Shipping Act of 1984 (1984 Act) as amended by the Ocean Shipping Reform Act of 1998 (OSRA); section 19 of the Merchant Marine Act, 1920 (1920 Act); the Foreign Shipping Practices Act of 1988 (FSPA); and sections 2 and 3 of Public Law (P.L.) 89-777 (46 U.S.C. §§ 44102 and 44103). The Commission monitors the activities of ocean common carriers, marine terminal operators, ports and ocean transportation intermediaries (OTIs, which include non-vessel-operating common carriers and ocean freight forwarders) who operate in the U.S. foreign commerce to ensure that they maintain just and reasonable practices; maintains trade monitoring, enforcement and dispute resolution programs designed to assist regulated entities in achieving compliance and to detect and appropriately remedy malpractices and violations of the prohibited acts set forth in section 10 of the 1984 Act; reviews competitive activities of common carrier alliances and other agreements among common carriers and/or terminal operators; monitors the laws and practices of foreign governments which could have a discriminatory or otherwise adverse impact on shipping conditions in U.S. trades, and imposes remedial action, as appropriate, pursuant to section 19 of the 1920 Act or FSPA; enforces special regulatory requirements applicable to carriers owned or controlled by foreign governments; processes and reviews agreements, service contracts, and service arrangements pursuant to the 1984 Act for compliance with statutory requirements; and reviews common carriers' privately published tariff systems for accessibility, accuracy, and reasonable terms. The FMC also issues licenses to qualified OTIs in the U.S., ensures that all OTIs are bonded or maintain other evidence of financial responsibility, and, pursuant to 46 U.S.C. §§ 44102 and 44103, ensures that passenger vessel operators demonstrate adequate financial responsibility to indemnify passengers in the event of nonperformance of voyages or passenger injury or death.

The Commission began fiscal year 2012 with 123 full time employees (including five Presidentially-appointed Commissioners) and one part time temporary employee. From time to time, we have one or more unpaid interns on staff. The Commission's headquarters office is located in Washington, DC. Area representatives are located throughout the country – one in Houston, Texas, two in Los Angeles, California, one in New Orleans, Louisiana, two in New York, New York, one in Seattle, Washington, and two in south Florida.

Agency Policy Statement

The Federal Maritime Commission commits to compliance with all environmental and energy statutes, regulations and Executive Orders.

The FMC currently maintains existing programs related to recycling of all paper, glass and plastics; use of energy efficient lighting; and conservation of water at our GSA-leased headquarters building at 800 North Capitol Street, NW, Washington, DC.

Even with these measures in place, the FMC realizes there are opportunities for further improvement. To support the Executive Order and further reduce our Greenhouse Gas (GHG) emissions, the FMC will continue to encourage the increased use of mass transit by all staff, utilization of teleconferencing and webinars to reduce travel by employees whenever possible and purchasing only energy efficient equipment.

Currently the FMC provides the maximum allowable monthly transit subsidy benefit of up to \$245.00 (pre-tax) to all eligible employees and unpaid interns.

The FMC continues to use a teleconferencing program to hold monthly staff meetings with our nine Area Representatives (ARs) that are located throughout the United States. Audio and video equipment was installed in the FMC's hearing room so that Commission meetings, all-hands meetings, and other functions could be broadcast on streaming video to include the ARs.

The agency advances sustainable acquisitions by following the FAR and OFPP's guidelines for its contracts and obligations for our procurement program and all acquisitions performed. The FMC follows GSA's excess and disposal guidelines and requirements for IT equipment, furniture, etc. Many of the FMC's publications are available through our website, and hard copy production of these publications has been reduced significantly over the last several years. The Commission's two high-volume copiers are targeted for replacement, and when our budget allows for this expenditure, environmental requirements of the Executive Orders will be considered before any acquisition is made. Printers and copiers have the capability to print in duplex mode, and staff is advised to use this feature when practical. EPEAT certification (Electronic Product Environmental Assessment Tool -- an environmental rating which identifies greener computers and electronic equipment) is considered when procuring IT equipment. All monitors, desktop and laptop computers have the sleep/powersave mode enabled.

Sustainability and the Agency Mission

The FMC's mission is to foster a fair, efficient and reliable international ocean transportation system and to protect the public from unfair and deceptive practices. We have a twofold strategic focus -- *maintaining an efficient and competitive international ocean transportation system* and *protecting the public from unlawful, unfair and deceptive ocean transportation practices*. The smooth flow of international commerce is vital to the national economy in both providing access to foreign markets for our exports and ensuring the availability of imported goods for domestic production and consumption.

Although the Commission is small, it carries out a number of activities related to the oversight of an industry with over 17.3 million Twenty Foot Equivalent Units (TEUs) of containerized US imports and 12 million TEUs of US exports with a combined dollar value of approximately 930 billion dollars in 2012.

In November 2009, then Chairman Lidinsky instituted an internal Maritime Environmental Advisory Committee to provide leadership in identifying and supporting the creation of green jobs in the maritime industry. In April 2010, the former Chairman began issuing an annual Earth Day award for the nation's top leaders on environmental issues in the ocean shipping industry.

Greenhouse Gas Reduction Goals

The Federal Maritime Commission does not own any real property or vehicles. Headquarters offices are co-located with several other Federal government tenants in a privately-owned building leased by the General Services Administration (GSA). Our nine Area Representatives are also located in GSA-leased space. The headquarters building is managed by a property management company (CIM) which has earned an Energy Star Rating from EPA, indicating that they are above the 75th percentile of office buildings with regard to energy usage. CIM has put several water-saving initiatives in place, including aerators on all bathroom faucets and automatic flushing toilets, and conducted a review of lines and pumps to ensure that there are no leaks. Additionally, energy efficient T-8 bulbs have been installed throughout most of the headquarters building.

As tenants, we are unable to identify GHG scope 1, 2 and 3 emissions except for those generated by employee business travel and commuting. Our capacity to affect greenhouse gas emissions generated by utility consumption is limited to supporting the building management company's efforts, but we pursue cooperation with these efforts down to the individual

employee level. We will continue to work with GSA and building management to raise the consciousness of each employee regarding their ability to contribute to the goals of this effort.

Currently 63 percent of FMC employees (78 of 123) participate in the Federal transit benefits program. Employees are encouraged to make use of mass transit, telework, and/or a compressed work schedule, which can reduce the use of these resources. The FMC limits its business travel to that required to support mission objectives. The FMC will continue to closely monitor requests for travel authorizations to ensure only mission-critical travel is undertaken and that alternatives to travel are implemented whenever doing so will not undermine the agency's mission.

The Commission considers EPEAT certification when procuring IT equipment, and all agency acquisitions follow the FAR and OFPP's guidelines. All monitors, desktops, and laptops have the sleep/powersave mode enabled. Printers have the capability to print in duplex mode, and users are advised to use this feature when practical. The Commission's two high-volume copiers are targeted for replacement, and when the budget allows for this expenditure, environmental requirements of the Executive Orders will be considered before any acquisition is made. We have migrated a portion of our on-premise data center to a virtual environment, reducing the number of required physical servers and the power consumption associated with them. A cloud-based managed service email provider has been employed to improve availability and reduce on-premise energy consumption and cooling needs. The FMC disposes of all excess IT equipment in accordance with applicable Federal guidelines.

Many FMC publications are available through our website, and hard copy production of publications has been reduced significantly over the last few years.

Summary of Accomplishments

The Commission is dedicated to reducing Level 3 Greenhouse Gas Emissions. Prior to the Executive Order's implementation, the Commission put into practice several initiatives that contribute to the reduction of greenhouse gas emissions.

- Participation in the transit subsidy program
- Offering alternate work schedules to staff
- Offering telework opportunities to staff
- Enabling computer equipment (printers and monitors) and copiers to power down when not in use
- Participation in the building management's recycling programs

Table 1: Size and Scope of Agency Operations

Agency Size and Scope	FY 2012
Total Number of Employees as Reported in the President’s Budget	123
Total Acres of Land Managed	0
Total Number of Facilities Owned	0
Total Number of Facilities Leased (GSA and Non-GSA lease)	6*
Total Facility Gross Square Feet (GSF)	66,431
Operates in Number of Locations Throughout U.S.	7
Operates in Number of Locations Outside of U.S.	0
Total Number of Fleet Vehicles Owned	0
Total Number of Fleet Vehicles Leased	9

*The Area Representative based in New Orleans, LA has been provided an office in a Federal government facility at no cost to the Commission, and to more efficiently use space in that building.

Goal: Reduce Commuting Greenhouse Gas Emissions by 15 Percent

- a. Agency Lead for the Goal: Florence A. Carr, Deputy Managing Director and Senior Sustainability Officer
- b. Implementation Methods: Encourage more staff to use public transportation. Explore the option for more staff to work an alternate work schedule. Research the feasibility of more staff teleworking one day per pay period.
- c. Position: The Commission provides the opportunity for headquarters staff and interns to participate in the transit subsidy program. Seventy-eight of the Commission’s 123 employees and several unpaid interns use some form of public transportation to commute to and from work. Staff members are aware that the Commission offers the opportunity for them to work an alternative work schedule. Currently 55 percent of the Commission’s employees participate in this program.

An alternative work schedule program is offered to all Commission employees. While all employees are eligible to telework, the Commission’s small size and the current IT infrastructure limits the ability of certain employees to telework. As funds allow, IT upgrades will be made to fully automate work flow processes to enable more employees to carry out their functions while teleworking. Further, consideration will be given to expanding telework opportunities and increasing the number of days per pay period that an employee may telework.

Goal: Reduce Business Ground Travel Greenhouse Gas Emissions by 10 Percent

- a. Agency Lead for the Goal: Florence A. Carr, Deputy Managing Director and Senior Sustainability Officer
- b. Implementation Methods: Encourage staff to use public transportation. Explore the option for participation in meetings or training via teleconference.
- c. Position: The Commission encourages the use of mass transit whenever possible, including transportation to and from meetings in the Washington, DC, area. For travel outside the area, the Commission must approve the use of a rental car prior to travel. Rental cars are approved only when there is no public transportation or free shuttle available. The Commission will explore the option of staff participating in meetings and training through teleconferencing or webinars.

Goal: Reduce Business Air Travel Greenhouse Gas Emissions by 10 Percent

- a. Agency Lead for the Goal: Florence A. Carr, Deputy Managing Director and Senior Sustainability Officer
- b. Implementation Methods: Encourage staff to participate, whenever possible, in meetings via teleconference, video teleconference, or webinar.
- c. Position: Commission staff must sometimes travel within and outside the United States to fulfill the agency’s statutory responsibilities, and participate in local or regional outreach programs, industry educational forums, dispute resolution meetings, or training. Travel locations are often determined by outside parties or circumstances beyond the Commission’s control. The Commission is dedicated to reducing Level 3 Greenhouse Gas Emissions and will explore and attempt to develop alternative options for communicating and fulfilling its mission responsibilities.

SCOPE 3 GHG TARGET	UNITS	FY 2008	FY 2011	FY 2012	FY 2013	FY 2020
Business Ground Travel	mtCO2e	11	5			
Business Air Travel	Kg CO2 equivalent	127,152	81,365			

Fleet Management Plan

The FMC fleet does not require reporting as it consists of nine mid-size, fuel efficient vehicles leased from GSA. The data for these vehicles is reported in the GSA’s FAST Data Center.