



GreenGov Agency Certification Checklist  
Fiscal Year 2024-2025 Reporting

Agency Representative Sign-off: Austin Kieffer

Agency Executive Sign-off: Kelly M. O'Donnell

| Points Applicable | Points Earned | Bonus Points | Score |
|-------------------|---------------|--------------|-------|
| 190               | 103           | 0            | 54%   |

Instructions:

- 1. Review each measure and answer based upon actions of your Agency within the fiscal year of July 1, 2024 through June 30, 2025.
- 2. As each measure is evaluated, begin with the following preface: **"Since July 2024, as an Agency have you..."**.
- 3. The Checklist will automatically tally all points earned based upon measures applicable to your Agency.
- 4. Once completed, type in your Agency sign-offs above and save the document with your Agency name in the title.
- 5. Email the completed Checklist to: RA-GSGreenGov@pa.gov by **Friday, August 29, 2025**.

Scoring:

- 1. Score will be based upon the percentage of "yes" answers to measures applicable to your Agency.
- 2. For measures that do not apply to your Agency, select "not applicable".
- 3. **Green** highlighted measures valued at **4** points are direct initiatives of the GreenGov Program.
- 4. **Dark Blue** highlighted measures valued at **4** points are direct initiatives of GreenGov Agency Work Groups.
- 5. **Light Blue** highlighted measures are new and/or revised from the 2023-2024 GreenGov Checklist.

Resources:

- [GreenGov Checklist submissions - All Agency past years](#)  
[GreenGov Sustainability Team Development Workbook](#)  
[GreenGov Energy Management System \(EnMS\) Template](#)
- [GreenGov Sustainable Buildings Training Modules](#)  
[Pennsylvania Climate Mitigation and Resilience Network](#)  
[Sustainability in Leased Space Exhibit](#)

Contact GreenGov:

Phone: 717-787-4987   Email: RA-GSGreenGov@pa.gov   Web: dgs.pa.gov/GreenGov

Since July 2024, as an Agency have you...

| I            | Benchmarking and Evaluation                                                                                                                                                                                                                                                            |                                     |                                     |                                     |              |               |
|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------|---------------|
| 1            | Facility Benchmarking                                                                                                                                                                                                                                                                  | Yes                                 | No                                  | N/A                                 | Points Value | Points Earned |
| 1 A          | Maintained an inventory of all owned and leased buildings and square footage figures for use in DGS TRIRIGA & EnergyCAP systems?                                                                                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 2            | 2             |
| 1 B          | Developed, implemented, and maintained a <b>written</b> space portfolio plan to identify opportunities for consolidation of space, leading to cost, energy and carbon footprint savings?                                                                                               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 4            | 0             |
| 1 C          | Utilized the EnergyCAP Program through the Commonwealth Utility Benchmarking Initiative (CUBI) and building square footage figures to establish a baseline Energy Use Intensity (EUI) for <b>at least 1</b> facility?                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 3            | 3             |
| 1 D          | Utilized EnergyCAP for the evaluation of utility bills regarding consumption trends, usage spikes, billing anomalies and established reduction targets for continued energy savings?                                                                                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 3            | 3             |
| 1 E          | Established an Executive-level energy portfolio report for your agency's facilities through the EnergyCAP System?                                                                                                                                                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 2            | 2             |
| 1 F          | Participated in the High-Performance Lease Program through partnership with DGS Bureau of Real Estate, GreenGov and Lessor by conducting an energy audit and establishing energy efficiency goals in a lease facility?<br><a href="#">Link: Sustainability in Leased Space Exhibit</a> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 4            | 0             |
| 1 G          | Worked with a Lessor to establish a utility bill tracking program for <b>at least 1</b> facility that does not meet the 20k square foot and greater office space threshold for the High-Performance Lease Program?                                                                     | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 0            | 0             |
| 1 H          | Utilized the DGS Consulting Services ITQ 4400007410 to procure <b>at least 1</b> ASHRAE Energy Audit and/or EnergyStar Building Certification within a facility owned or leased by your Agency?                                                                                        | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 2            | 2             |
| 1 I          | Achieved an overall 3% reduction of energy consumption within the <b>past</b> Fiscal Year ( <b>2023-2024</b> ) through the participation in energy reduction programs and delivery of energy-saving projects?                                                                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 4            | 0             |
| Points Total |                                                                                                                                                                                                                                                                                        |                                     |                                     |                                     | 24           | 12            |
| 2            | Transportation Benchmarking                                                                                                                                                                                                                                                            | Yes                                 | No                                  | N/A                                 | Points Value | Points Earned |
| 2 A          | Developed, implemented, and maintained executive-level fleet reports including, classification, mileage, consumption, emission and costs for the purposes of Vehicle Miles Traveled (VMT) reduction and fuel economy improvements?                                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 2            | 2             |
| 2 B          | Evaluated passenger vehicle assignments to identify ideal locations for the delivery of EV charging station projects as part of a high-efficiency vehicle fleet plan?                                                                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 3            | 3             |
| 2 C          | Utilized vehicle telematic systems to accurately track performance figures of your entire traveling fleet?                                                                                                                                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 2            | 2             |
| Points Total |                                                                                                                                                                                                                                                                                        |                                     |                                     |                                     | 7            | 7             |
| 3            | Products and Materials                                                                                                                                                                                                                                                                 | Yes                                 | No                                  | N/A                                 | Points Value | Points Earned |
| 3 A          | Developed, implemented, and maintained a comprehensive list of environmentally preferred and sustainable products and equipment procured by your agency (i.e. EnergyStar, FSC Certified, GreenGuard, GreenSeal, USDA Bio-Preferred, EPEAT, WaterSense or other)?                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 2            | 0             |
| Points Total |                                                                                                                                                                                                                                                                                        |                                     |                                     |                                     | 2            | 0             |
| 4            | Renewable Energy, Energy Management & Demand Response Programs                                                                                                                                                                                                                         | Yes                                 | No                                  | N/A                                 | Points Value | Points Earned |
| 4 A          | Continued to maintain electricity accounts within the DGS PA PULSE Renewable Energy Project which offsets greater than 40% of the Commonwealth's electricity with solar?                                                                                                               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 3            | 0             |
| 4 B          | Identified <b>at least 1 new</b> facility for an on-site renewable energy project and analyzed return on investment?                                                                                                                                                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 3            | 3             |
| 4 C          | Partnered with GreenGov and filed for Federal Tax Credits for <b>new</b> energy properties (Ex. solar arrays, geothermal heat pumps) within <b>at least 1</b> facility?                                                                                                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 4            | 4             |

|                                                            |                                                                                                                                                                                                                                                   |                          |                                     |                                     |    |   |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------|-------------------------------------|----|---|
| 4 D                                                        | Implemented the GreenGov Energy Management System (EnMS) in at least 1 facility as part of the development of the facility's comprehensive energy evaluation and action plan?<br><a href="#">LINK: GreenGov Energy Management System Template</a> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 2  | 0 |
| 4 E                                                        | Applied for Act 129, Tier 2 Alternative Energy Credits (AECs), Federal Tax Credits or other energy conservation or sustainability incentive program rebates?                                                                                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 3  | 0 |
| 4 F                                                        | Participated in public utility program(s) that reduce demand on the electrical supply grid?                                                                                                                                                       | <input type="checkbox"/> | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 0  | 0 |
| Points Total                                               |                                                                                                                                                                                                                                                   |                          |                                     |                                     | 15 | 7 |
| Total Points Earned for Benchmarking and Evaluation (I)    |                                                                                                                                                                                                                                                   |                          |                                     |                                     | 26 |   |
| Total Points Available for Benchmarking and Evaluation (I) |                                                                                                                                                                                                                                                   |                          |                                     |                                     | 48 |   |

| II                                                       | Buildings and Structures                                                                                                                                                                                                        |                                     |                                     |                          |              |               |
|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------|---------------|
| 5                                                        | Operations and Maintenance                                                                                                                                                                                                      | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 5 A                                                      | Completed annual inspections of building systems, components and envelope to take advantage of equipment warranty periods and/or facility maintenance contracts?                                                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 5 B                                                      | Developed, implemented, and maintained maintenance plans and/or contracts for your facilities to ensure peak operations (Ex: General Services Administration Public Building Maintenance Standards)?                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 5 C                                                      | Installed light fixture dimmers, occupancy/motion sensors and timers to reduce energy consumption (though partnership with DGS or other)?                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
| 5 D                                                      | Inspected entry doors and windows for proper closing and sealing and ensured proper use and function to reduce energy loss?                                                                                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
| 5 E                                                      | Utilized Infrared Scanning (IR) for the identification of insufficient insulation, moisture infiltration and electrical anomalies in <b>at least 1</b> facility?                                                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
| 5 F                                                      | Utilized Infrared Scanning (IR) for the identification of insufficient insulation, moisture infiltration and electrical anomalies in <b>more than 1</b> facility?                                                               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
| 5 G                                                      | Performed commissioning or recommissioning of building operational systems to maintain peak efficiency, air quality, thermal comfort and interior acoustics?                                                                    | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 3            | 3             |
| Points Total                                             |                                                                                                                                                                                                                                 |                                     |                                     |                          | 12           | 10            |
| 6                                                        | Building Systems Efficiency                                                                                                                                                                                                     | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 6 A                                                      | Accepted an investment-grade audit as part of a <b>new</b> Guaranteed Energy Savings Act (GESA) contract with DGS for improving building system efficiency?                                                                     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3            | 0             |
| 6 B                                                      | Optimized building automation systems for energy efficiency consistent with building occupancy in all facilities?                                                                                                               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 6 C                                                      | Upgraded <b>50% or greater</b> of lighting and fixtures to LED within all facilities?                                                                                                                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 3            | 3             |
| 6 D                                                      | Installed programmable thermostats and system meters to reduce energy consumption?                                                                                                                                              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 6 E                                                      | Installed low flow plumbing fixtures <b>within all</b> facilities?                                                                                                                                                              | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3            | 0             |
| 6 F                                                      | Installed on-demand or heat-pump water heaters?                                                                                                                                                                                 | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3            | 0             |
| 6 G                                                      | Installed high-efficiency HVAC systems and/or those that utilize geothermal and energy recovery components?                                                                                                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 6 H                                                      | Converted appliances and/or equipment from fossil fuel to higher efficiency electric units (Ex. heat pump HVAC systems & water heaters)?                                                                                        | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| Points Total                                             |                                                                                                                                                                                                                                 |                                     |                                     |                          | 20           | 11            |
| 7                                                        | High-Performance Buildings                                                                                                                                                                                                      | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 7 A                                                      | Incorporated high-performance building designs, techniques and materials into the design of a facility project?                                                                                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 7 B                                                      | Encouraged all staff associated with your facilities to take the GreenGov Sustainable Buildings training modules? <a href="#">LINK: GreenGov Sustainable Buildings Training Modules</a>                                         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
| 7 C                                                      | Achieved a measurable 10% reduction in energy consumption over ANSI/ASHRAE/IES Standard 90.1.2016 for any project (and/or achieved certification(s) including LEED, EnergyStar, etc.)?                                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4            | 0             |
| 7 D                                                      | Partnered with Capital Programs for the planning and/or delivery of a Sustainable high-performance new construction and/or facility renovation project with performance that <b>exceeds</b> ANSI/ASHRAE/IES Standard 90.1.2016? | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 4            | 4             |
| Points Total                                             |                                                                                                                                                                                                                                 |                                     |                                     |                          | 12           | 6             |
| Total Points Earned for Buildings and Structures (II)    |                                                                                                                                                                                                                                 |                                     |                                     |                          | 27           |               |
| Total Points Available for Buildings and Structures (II) |                                                                                                                                                                                                                                 |                                     |                                     |                          | 44           |               |

| III          | Transportation                                                                                                                                                                                                      |                                     |                                     |                          |              |               |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------|---------------|
| 8            | Operations and Maintenance                                                                                                                                                                                          | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 8 A          | Utilized vehicle telematic systems to accurately track maintenance, consumption and use figures for your fleet?                                                                                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 8 B          | Developed, implemented, and maintained policy measures and business procedures for the reduction of Vehicle Miles Traveled (VMT) for items such as in-person meetings and other employee interactions?              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 3            | 3             |
| Points Total |                                                                                                                                                                                                                     |                                     |                                     |                          | 5            | 5             |
| 9            | Vehicle Efficiency (utilization of EV's and PHEV's)                                                                                                                                                                 | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 9 A          | Developed, implemented, and maintained a high-efficiency vehicle plan including battery electric and/or plug-in hybrid vehicles and supporting infrastructure (charging stations) to achieve the 25% fleet EV goal? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4            | 0             |

|     |                                                                                                                                                                                        |                                     |                                     |                          |                                                 |    |    |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|--------------------------|-------------------------------------------------|----|----|
| 9 B | <b>Always</b> procured and utilized the most efficient light, medium and heavy-duty vehicles for the operational need or work task as part of your high-efficiency vehicle fleet plan? | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2                                               | 2  |    |
| 9 C | Installed electric vehicle charging stations in <b>at least 1</b> location to support your high-efficiency vehicle fleet plan?                                                         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1                                               | 0  |    |
| 9 D | Installed <b>50% additional</b> electric vehicle charging stations to support your high-efficiency vehicle fleet plan (or enough to support 25% of your total passenger fleet)?        | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4                                               | 0  |    |
| 9 E | Purchased <b>at least 1</b> battery electric and/or plug-in hybrid electric vehicle?                                                                                                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1                                               | 0  |    |
| 9 F | Purchased <b>50% additional</b> battery electric and/or plug-in electric hybrid vehicles (or met 25% of your total passenger fleet)?                                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 3                                               | 3  |    |
| 9 G | Downsized <b>at least 1</b> fleet vehicle with a smaller and/or more efficient vehicle for the work task?                                                                              | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2                                               | 2  |    |
| 9 H | <b>Permanently</b> returned a vehicle(s) to DGS Bureau of Vehicle Management resulting in a smaller, therefore more efficient overall fleet? (turned in fixed asset tag)               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 4                                               | 4  |    |
|     |                                                                                                                                                                                        |                                     |                                     |                          | Points Total                                    | 21 | 11 |
|     |                                                                                                                                                                                        |                                     |                                     |                          | Total Points Earned for Transportation (III)    |    | 16 |
|     |                                                                                                                                                                                        |                                     |                                     |                          | Total Points Available for Transportation (III) |    | 26 |

| IV                                                     | Products and Materials                                                                                                                                                                       |                                     |                                     |                          |              |               |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------|---------------|
| 10                                                     | Procurement                                                                                                                                                                                  | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 10 A                                                   | Procured environmentally preferred and sustainable products and equipment?                                                                                                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
| 10 B                                                   | Purchased or utilized a <b>new</b> environmentally preferred and/or sustainable product or equipment not previously procured for use by your agency?                                         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
|                                                        |                                                                                                                                                                                              | Points Total                        |                                     |                          | 3            | 1             |
| 11                                                     | Recycling                                                                                                                                                                                    | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 11 A                                                   | Collected and processed <b>new</b> recyclable material(s) in an effort to move toward <b>zero waste</b> facilities?                                                                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 11 B                                                   | Established or participated in a recycling program?                                                                                                                                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
| 11 C                                                   | Established or participated in a recycling program that incorporates organic and food waste materials?                                                                                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3            | 0             |
|                                                        |                                                                                                                                                                                              | Points Total                        |                                     |                          | 6            | 3             |
| 12                                                     | Cleaning                                                                                                                                                                                     | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 12 A                                                   | Developed, implemented, and maintained green cleaning policies and services within Commonwealth-owned space, including environmentally preferred products, integrated pest management, etc.? | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
| 12 B                                                   | Developed, implemented, and maintained green cleaning policies and services within leased space?                                                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
|                                                        |                                                                                                                                                                                              | Points Total                        |                                     |                          | 2            | 2             |
| Total Points Earned for Products and Materials (IV)    |                                                                                                                                                                                              |                                     |                                     |                          |              | 6             |
| Total Points Available for Products and Materials (IV) |                                                                                                                                                                                              |                                     |                                     |                          |              | 11            |

| V    | Culture                                                                                                                                                                                                                                                                       |                          |                                     |                          |              |               |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-------------------------------------|--------------------------|--------------|---------------|
| 13   | Employee Engagement                                                                                                                                                                                                                                                           | Yes                      | No                                  | N/A                      | Points Value | Points Earned |
| 13 A | Developed, implemented, and maintained an Agency Sustainability Team consistent with the requirements set forth within Management Directive 720.05, consisting of multiple disciplines and executive staff?<br><a href="#">LINK: Sustainability Team Development Workbook</a> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4            | 0             |
| 13 B | Developed, implemented, and maintained a Sustainability Communications Plan for the continued messaging of sustainability policies, practices and initiatives throughout your organization?                                                                                   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
| 13 C | Developed, implemented, and maintained a public-facing Sustainability Webpage for your agency that showcases your actions, efforts, plans and successes in relation to the UN Sustainable Development Goals?                                                                  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
| 13 D | Implemented a formal training program for staff to increase awareness and opportunities to lead-by-example in areas including: climate, energy and/or sustainability? <a href="#">LINK: Pennsylvania Climate Network Training Modules</a>                                     | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3            | 0             |
| 13 E | Solicited employee feedback in regard to the improvement of processes and operations within their areas (LEAN principles)?                                                                                                                                                    | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |
| 13 F | Educated and/or provided tools to employees for the evaluation of business travel carbon footprint generated through all forms of transportation including multimodal (bus, train, air, etc.)?                                                                                | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |
| 13 G | Promoted alternative commuting options including mass transit, carpooling and walking & biking (could include building occupant surveys on commuting practices to enhance existing programs)?                                                                                 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |
| 13 H | Fostered interest in sustainability, reduction and recycling with employees through sponsorship of programs, initiatives and events?                                                                                                                                          | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |
| 13 I | Developed, implemented, and maintained a Recycling Communications Plan for the continued messaging of recycling policies, practices and initiatives throughout your organization?                                                                                             | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |
| 13 J | Established or participated in a litter reduction plan, initiative or survey?                                                                                                                                                                                                 | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |
| 13 K | Established and supported an employee award and/or incentive program for participation in sustainability?                                                                                                                                                                     | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |
| 13 L | Solicited employee feedback in regard to occupant comfort and perceived performance of building systems within their space?                                                                                                                                                   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1            | 0             |

|                                        |                                                                                                                                                                           |                                     |                                     |                                     |              |               |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------|---------------|
| 13 M                                   | Promoted the use of stairs instead of elevators wherever possible for energy conservation?                                                                                | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 1            | 0             |
| 13 N                                   | Developed, implemented, and maintained a paper usage reduction policy (such as; print what is needed, print both sides, print black & white, track printing by employee)? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | 1            | 0             |
| 13 O                                   | Promoted waste reduction measures (such as; use of coffee mugs, utensils instead of disposable products)?                                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 1            | 1             |
| 13 P                                   | Promoted energy-saving measures (such as; turning off lights when not needed, HVAC setbacks)?                                                                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 1            | 1             |
| 13 Q                                   | Promoted water saving measures (such as; water bottle filling stations and low-flow fixtures)?                                                                            | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 1            | 1             |
| 13 R                                   | Consolidated floor-standing printers, copiers, vending machines and other equipment for energy conservation? (if already completed = N/A)                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 1            | 1             |
| 13 S                                   | Reduced Vehicle Miles Traveled (VMT) through the use of Microsoft Teams conferencing and remote classroom training options?                                               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | 1            | 1             |
|                                        |                                                                                                                                                                           | Points Total                        |                                     |                                     | 26           | 5             |
| 14                                     | Public Engagement                                                                                                                                                         | Yes                                 | No                                  | N/A                                 | Points Value | Points Earned |
| 14 A                                   | Developed, implemented, and maintained programs, events and press to engage and educate the public in sustainability initiatives and actions?                             | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 0            | 0             |
| 14 B                                   | Integrated a <b>new</b> sustainability policy and/or practice within operations with the public and/or outside business partners?                                         | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 0            | 0             |
| 14 C                                   | Developed, implemented, and maintained a sustainability policy and/or practice <b>plan</b> within operations with the public and/or outside business partners?            | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | 0            | 0             |
|                                        |                                                                                                                                                                           | Points Total                        |                                     |                                     | 0            | 0             |
| Total Points Earned for Culture (V)    |                                                                                                                                                                           |                                     |                                     |                                     |              | 5             |
| Total Points Available for Culture (V) |                                                                                                                                                                           |                                     |                                     |                                     |              | 26            |

| VI                                         | Resilience                                                                                                                                                                                                                              |                                     |                                     |                          |              |               |
|--------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------|---------------|
| 15                                         | Buildings and Structures                                                                                                                                                                                                                | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 15 A                                       | Trained <b>all staff members</b> on maintaining building systems at high-performance levels to ensure consistent operations including programs & certifications (Ex: Building Operator Certification (BOC))?                            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
| 15 B                                       | Implemented a training and/or credential plan for <b>all facility staff</b> on building systems in which they oversee?                                                                                                                  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
| 15 C                                       | Established and/or maintained periodic inspections and testing on back-up generators, UPS units and other critical infrastructure such as network and communications equipment?                                                         | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 15 D                                       | Evaluated opportunities to enhance storm water management programs for increases in water quality, water resource management and infrastructure preservation (e.g., overflow vaults & tanks, snow melt systems)?                        | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 15 E                                       | Participated in storm water projects or partnerships with municipalities or outside partners to reduce and alleviate storm water impacts?                                                                                               | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 15 F                                       | Identified properties utilized by your organization that are located within a flood plain, established protocols for a flood event and ensured that critical infrastructure & systems are out of flood-prone areas?                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 15 G                                       | Developed a written plan for the integration of energy resiliency components within <b>at least 1</b> facility including, but not limited to; battery storage, solar-ready construction, microgrid or other renewable energy equipment? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3            | 0             |
| 15 H                                       | Completed energy resiliency components within <b>at least 1</b> facility including, but not limited to; battery storage, solar-ready construction, microgrid or other renewable energy equipment?                                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3            | 0             |
|                                            |                                                                                                                                                                                                                                         | Points Total                        |                                     |                          | 18           | 8             |
| 16                                         | Transportation                                                                                                                                                                                                                          | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 16 A                                       | Developed, implemented, and maintained home-headquarter and telework options for staff that result in permanent reductions in carbon footprint associated with travel?                                                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 4            | 4             |
| 16 B                                       | Purchased alternative fuel medium and/or heavy-duty vehicles and/or alternative fuel technology within your fleet, such as eclectic, hydrogen, CNG, LNG, LPG?                                                                           | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 4            | 4             |
|                                            |                                                                                                                                                                                                                                         | Points Total                        |                                     |                          | 8            | 8             |
| 17                                         | Procurement                                                                                                                                                                                                                             | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 17 A                                       | Developed, implemented, and maintained plans and procedures and identified contracts for the procurement of goods and services for COOP and/or natural disaster events?                                                                 | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
|                                            |                                                                                                                                                                                                                                         | Points Total                        |                                     |                          | 2            | 2             |
| 18                                         | Culture                                                                                                                                                                                                                                 | Yes                                 | No                                  | N/A                      | Points Value | Points Earned |
| 18 A                                       | Prepared and practiced Continuity of Operations Plans (COOP) to enhance readiness and ensure continued operations of your agency?                                                                                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
| 18 B                                       | Developed, implemented, and maintained a COOP Communications & Training Plan for the continued messaging and implementation of COOP policies, practices and initiatives throughout your organization?                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 1            | 1             |
| 18 C                                       | Partnered with lead agencies on the development, awareness and implementation of solutions to health, natural disaster and environmental threats?                                                                                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2            | 0             |
| 18 D                                       | Developed, implemented, and maintained a telework plan for <b>all employees</b> in the event of health, natural disaster and environmental threats?                                                                                     | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | 2            | 2             |
|                                            |                                                                                                                                                                                                                                         | Points Total                        |                                     |                          | 7            | 5             |
| Total points earned for Resilience (VI)    |                                                                                                                                                                                                                                         |                                     |                                     |                          |              | 23            |
| Total points available for Resilience (VI) |                                                                                                                                                                                                                                         |                                     |                                     |                          |              | 35            |

| VII  | Bonus Points!                                                                                                                                    |  |                                    |              |               |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------|--------------|---------------|
| 19   | Bonus Section                                                                                                                                    |  | Yes                                | Points Value | Points Earned |
| 19 A | <b>Special Culture Measure!</b><br>Gone above and beyond the " <i>Culture Section V</i> "? Tell us of your success - Please be brief!            |  | <input type="checkbox"/>           | 3            | 0             |
| 19 B | <b>Special Measure - Any Category!</b><br>Gone above in any Checklist category? Tell us of your success - Please be brief!                       |  | <input type="checkbox"/>           | 3            | 0             |
| 19 C | <b>Special Measure - Any Category!</b><br>Have an idea for a new Checklist Measure that we haven't captured? Tell us about it - Please be brief! |  | <input type="checkbox"/>           | 1            | 0             |
|      |                                                                                                                                                  |  | Points Total                       | 7            | 0             |
|      |                                                                                                                                                  |  | Total bonus points earned (VII)    |              | 0             |
|      |                                                                                                                                                  |  | Total bonus points available (VII) |              | 7             |
|      |                                                                                                                                                  |  | Overall Total Points Earned        |              | 103           |
|      |                                                                                                                                                  |  | Overall Total Points Available     |              | 190           |