Realizing the Promise of Sustainability

DEC SUSTAINABILITY PLAN 2023–2028

Kathy Hochul, Governor  |  Basil Seggos, Commissioner
Message from the Commissioner

The Department of Environmental Conservation (DEC) has a long history of being at the forefront of sustainable government operations. Our mission to conserve, protect, and improve New York’s environment is represented in both DEC’s outward-facing work and in our internal operations.

Governor Kathy Hochul has made it a priority to lead by example in decreasing the environmental footprint of State operations by signing the nation-leading Executive Order 22 (EO22). DEC is ready to continue this leadership role in making all of State government more sustainable by serving as a co-lead of the multiagency GreenNY Council tasked with implementing the order.

The DEC Sustainability Plan 2023–2028 will serve as a roadmap for how DEC will meet the ambitious targets and goals specified in EO22. In addition, DEC’s role on the Green NY Council allows us to share best practices with other State entities and learn from the work underway.

As a Co-Chair of the Climate Action Council tasked with advancing New York’s ambitious Climate Leadership and Community Protection Act, I recognize it is incumbent upon DEC to lead by example by investing in, testing, and bringing forward the clean technologies that will allow the State to meet our ambitious climate requirements. This includes everything from carrying out routine energy efficiency projects to putting the State’s first all-electric boat into service.

This plan takes a holistic approach to sustainability, including reductions in areas such as greenhouse gas emissions and waste, while also ensuring that DEC is engaging with our employees across the state on how they can support this work by choosing a more sustainable lifestyle. DEC’s plan not only features ambitious goals and targets, but also the actions required to realize them, which produces a forward-looking plan for accountability to ensure that DEC meets its targets. This will include the creation of a sustainability dashboard at www.dec.ny.gov where New Yorkers can track our progress.

I also want to thank the numerous DEC experts who contributed to this plan. It is through their dedication and expertise that we will continue to lead by example, bolstered by a roadmap that will guide our way into a clean energy future and inspire others to follow.

Basil Seggos, Commissioner, Department of Environmental Conservation
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Executive Summary

DEC is a leader in sustainable government operations and this plan represents the next step in further reducing its environmental impacts. It sets a series of ambitious, but achievable, goals and targets for DEC along with the actions it will take over the next five years to meet them. This plan takes a holistic approach to sustainability and includes sections focused on reducing DEC’s environmental impact both directly through cutting greenhouse gases and waste generation and indirectly through engaging employees and the public on ways they can take action to live more sustainably. In addition, it ensures that DEC will meet the goals and targets laid out in EO22. DEC will also continue to be a leader in making the entirety of State government more sustainable through its role as a co-lead of the GreenNY Council.

This plan is the culmination of work conducted by the Sustainability Working Group, which features DEC staff from across program areas who dedicate their time, passion, and expertise to lowering DEC’s environmental footprint.

DEC Mission Statement

“To conserve, improve and protect New York’s natural resources and environment and to prevent, abate and control water, land and air pollution, in order to enhance the health, safety and welfare of the people of the state and their overall economic and social well-being.”

—ECL, Section 1-0101(1)
### DEC By the Numbers

<table>
<thead>
<tr>
<th>Category</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities</td>
<td>2,109</td>
</tr>
<tr>
<td>Buildings</td>
<td>1,850</td>
</tr>
<tr>
<td>Light-duty Vehicles</td>
<td>1,819</td>
</tr>
<tr>
<td>Medium- and heavy-duty Vehicles</td>
<td>307</td>
</tr>
<tr>
<td>Pieces of off-road equipment</td>
<td>4,570</td>
</tr>
<tr>
<td>Campgrounds</td>
<td>52</td>
</tr>
<tr>
<td>Day use facilities</td>
<td>Five</td>
</tr>
<tr>
<td>Acres of land</td>
<td>4 million</td>
</tr>
</tbody>
</table>
DEC Sustainability Goals

PRIORITIZE SUSTAINABILITY IMPROVEMENTS AT FACILITIES LOCATED IN DISADVANTAGED COMMUNITIES

Carbon-neutral OPERATIONS BY 2050

Eliminate SINGLE-USE PLASTICS IN OPERATIONS BY 2025

100% Zero-emission LIGHT-DUTY NON-EMERGENCY FLEET BY 2035

Decrease Waste Generation 10% BY 2028

100% Zero-emission MEDIUM AND HEAVY-DUTY FLEET BY 2040

Less than 50% of Employees DRIVING ALONE TO WORK IN A FOSSIL-FUELED–POWERED VEHICLE BY 2028

100% Renewable ELECTRICITY USE FOR OPERATIONS BY 2030

All Staff TRAINED ON SUSTAINABILITY GOALS AND PRACTICES BY END OF 2023
Sustainability at DEC

DEC has a long history of carrying out its mission to protect and conserve New York's environment, while also leading by example through lowering the environmental impact of its operations. This includes reducing its waste generation, decreasing its energy use, enhancing the habitats it manages, and evaluating and testing new types of clean technologies.

As a State agency, DEC must also comply with several statutes and directives focused on ensuring that it operates in a sustainable manner. These include Section 7.1 of the Climate Act, which states that the agency must lower its greenhouse gas emissions, and Governor Hochul’s newly issued EO22. EO22 sets a number of ambitious goals and targets for DEC and this plan outlines the ways they will be achieved.

In addition, Commissioner Seggos issued Commissioner’s Policy-75 (CP-75) in January 2022 outlining the high-level sustainability goals of DEC, including having carbon-neutral operations by 2050, reducing waste generation, lowering greenhouse gas emissions from employees’ commutes, and empowering all New Yorkers to live more sustainable lives. CP-75 also called for the creation of this sustainability plan and for updating it every five years to ensure DEC stays on course to achieve its goals. Most importantly, CP-75 ensures that all employees are responsible for doing their part to meet sustainability goals.

To further DEC’s progress on lowering its environmental impact, DEC appointed its first-ever Director of Sustainability to oversee the sustainability program and work across divisions to ensure sustainability is included in all decisions.

Several multidisciplinary teams were established to carry out DEC’s sustainability program. These include a Central Office and Divisional Sustainability Team, a Sustainability Communications Team, and sustainability teams within each region. In addition, each Region and Division designates a sustainability coordinator responsible for serving as a point of contact for that entity.

DEC has also worked toward operationalizing sustainability by aligning its operations with its sustainability goals. This includes the recent expansion and conversion of the Division of Operation’s Energy and Technical Services Section into the Energy and Decarbonization Section.

In addition to its own sustainability programs, DEC serves a leading role in ensuring that the entirety of State government lowers its environmental footprint by being a co-chair of the GreenNY Council. This multiagency working group (co-led by DEC, the Division of the Budget, the New York Power Authority (NYP), the New York Energy Research and Development Authority (NYSERDA), and the Office of General Services (OGS)) is tasked with overseeing the State’s award-winning green procurement program and providing technical assistance and guidance to State agencies on how they can lower the environmental impact of their operations. Serving in this role ensures that the sustainability solutions DEC develops are shared across agencies.
Creation of the Plan

Following the adoption of CP-75 in January 2022, representatives from across DEC formed a Sustainability Working Group to create a comprehensive sustainability plan for the agency.

The working group conducted extensive outreach to employees to ensure that their perspectives, ideas, and suggestions were incorporated into the plan. This outreach included:

- Holding a virtual town hall for all agency employees to share their ideas;
- Soliciting feedback from employees at sustainability training events; and
- Allowing staff to submit ideas via email.

In addition, the Director of Sustainability traveled to all nine DEC regions to meet with Regional Directors, Sustainability Coordinators, and frontline Operations staff to learn about their unique logistical circumstances.

Members of the Sustainability Working Group also created subcommittees to focus on each action area contained in the plan. These smaller groups conducted research on their topic areas, conducted interviews and surveys of staff, and put together data sets for this plan.

Overall, this plan represents the work of countless DEC employees dedicating their time, passion, and expertise to creating a plan to allow DEC to continue to lead by example.

<table>
<thead>
<tr>
<th>Members of the Sustainability Working Group</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name</strong></td>
</tr>
<tr>
<td>Chair – Brendan Woodruff</td>
</tr>
<tr>
<td>Co-Chair – Jenna Leonardo</td>
</tr>
<tr>
<td>Jim Morier</td>
</tr>
<tr>
<td>Nasibah Elmi</td>
</tr>
<tr>
<td>Jeff Mapes</td>
</tr>
<tr>
<td>Meaghan Boice-Green</td>
</tr>
<tr>
<td>Patty Herbst</td>
</tr>
<tr>
<td>Kim Merchant</td>
</tr>
<tr>
<td>Colin Duryea</td>
</tr>
<tr>
<td>Emma Antolos</td>
</tr>
<tr>
<td>Greg Mumby</td>
</tr>
<tr>
<td>Katherine Calogero</td>
</tr>
<tr>
<td>Mike Meriam</td>
</tr>
<tr>
<td>Pam Hadad-Hurst</td>
</tr>
<tr>
<td>Madison Wall</td>
</tr>
</tbody>
</table>
Action Areas

Reducing Greenhouse Gas Emissions

BUILDINGS AND ELECTRICITY GENERATION

DEC controls a large and diverse range of facilities across the state. DEC has 2,109 facilities containing 1,850 buildings. Approximately 375 of these buildings are used year-round.

DEC tracks and monitors 750 utility accounts through its Maintenance Management System (MMS) database. Each year, DEC facilities consume approximately:

- 10 million kWh of electricity;
- 175,000 gallons of propane;
- 92,000 gallons of fuel oil and kerosene;
- 112,000 therms of natural gas;
- 16,000 gallons of diesel; and
- 1.6 MMBtu of high-temperature hot water (from SUNY Stony Brook co-gen plant).

The annual cost to operate these resources is approximately $2.5 million.

Fifty-six of these facilities, constituting more than 100 buildings, are now covered by the BuildSmart 2025 program for energy efficiency. This includes buildings or master-metered facilities with conditioned buildings larger than 5,000 ft² in area.

DEC’s energy management program is overseen by its newly created Energy and Decarbonization Section within the Bureau of Maintenance and Technical Services in the Division of Operations. This team of engineers and technical specialists is focused on compliance with the Climate Act, EO22, BuildSmart 2025, and other associated energy and greenhouse gas emissions reduction initiatives.

Operational Goals

DEC’s overarching goal is to minimize DEC’s energy usage and greenhouse gas emissions, while providing safe and healthy environments for employees and the visiting public. DEC is also focused on leading by example; fostering the development of clean technologies; and supporting a culture shift toward low-carbon design, construction, and operations.

100% renewable electricity use for operations by 2030.

All new conditioned facilities greater than 5,000 ft² will not use equipment that can combust fossil fuels where feasible by 2024.

Meet or exceed DEC’s contributions toward the BuildSmart 2025 energy efficiency goal by 2025.

Reduce embodied carbon in construction materials for new facilities, adaptive reuse projects, and significant renovations.
**Actions to Achieve the Goal**

**Develop and implement an energy master plan.**

This plan will include design, construction, and operational practices aimed at meeting DEC’s goals. The plan will include various related topics such as:

- Design principles and practices for increased energy efficiency and reduced greenhouse gas emissions;
- Promotion of net-zero construction and/or renovations where feasible;
- Existing systems recommissioning for maximum performance;
- Energy audits of existing facilities, leading into strategic energy-/carbon-reduction capital projects;
- Development of photovoltaics and other renewable energy technologies to offset electrical consumption;
- Training opportunities for building designers and operators;
- EV-charging infrastructure requirements; and
- Selection requirements for environmentally preferable building materials, including a focus on reduced embodied carbon content.

Implement energy-efficiency projects to meet or exceed DEC’s contributions toward the BuildSmart 2025 energy-efficiency goal by 2025.

DEC will continue to implement energy efficiency projects, such as LED lighting upgrades and building envelope projects, to meet its allotted energy efficiency goal. In addition, DEC will continue to prioritize the energy efficient operations of its facilities through operations and maintenance procedures and retro-commissioning projects.

Prioritize the electrification of building heating and cooling systems.

DEC will continue to advance building evaluations and capital construction projects to improve energy efficiency and occupant comfort while reducing greenhouse gas emissions. This will include a focus on electrifying heating and cooling systems by using air- and ground-source heat pumps.

Develop solar photovoltaic and other renewable energy systems for DEC facilities.

DEC will continue to install new renewable energy projects at its facilities, such as solar photovoltaic systems.

Continue including the value of carbon in project cost analyses.

DEC will continue to use the Value of Carbon Guidance created by DEC to guide decision making to ensure that the cost of carbon is incorporated.

Implement a department-wide refrigerant management policy.

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The Division of Marine Resources headquarters features both roof- and ground-mounted solar arrays.
FLEET
DEC operates a large and diverse vehicle fleet that includes vehicles used for law enforcement purposes, to transport field equipment, to travel into the backcountry, to conduct site visits and inspections, and for administrative travel. Due to the nature of DEC’s operational needs, a majority of the fleet is composed of pick-up trucks, SUVs, and vans.

Overall, DEC operates 1,819 light-duty vehicles (10,000 lbs. gross vehicle weight (GVW) or less) and 307 medium- and heavy-duty vehicles (10,000 lbs. GVW or more).

DEC has started the process of transitioning its fleet to zero-emission vehicles (ZEVs) by increasing the number of ZEVs it’s ordering in each round of purchases and has begun installing EV-charging stations at its facilities to charge fleet vehicles.

Operational Goals

The entire light-duty non-emergency fleet will be zero-emission by 2035.

The entire medium- and heavy-duty fleet will be zero-emission by 2040.

Actions to Achieve the Goal

Create a light-duty fleet decarbonization plan by fall 2023.

DEC’s Transportation Services Section will create a fleet decarbonization plan that will determine the most efficient way to transition DEC’s light-duty non-emergency fleet to ZEVs by 2035.

Create a medium and heavy-duty fleet decarbonization plan by fall 2025.

Continue installing EV-charging stations for fleet vehicles at DEC facilities.

DEC launched an ambitious project in collaboration with OGS to install EV-charging stations for DEC’s statewide fleet. The project will provide for DEC fleet charging at more than 70 DEC facilities across the state.

Provide training and education to staff on how to operate ZEVs.

Staff will be provided training on how to operate ZEVs so that they know how to properly operate them as more are integrated into the fleet.

Provide training for mechanics and technical staff on how to service ZEVs.

DEC has in-house mechanics who do much of the fleet’s necessary maintenance work and they will be provided training on how to properly service ZEVs so that this critical function can continue to be done in-house.

Purchase equipment necessary to service ZEVs.

DEC will purchase and deploy any necessary equipment to service ZEVs to its auto mechanic shops.

Conduct annual analysis of zero-emission emergency fleet technologies and pilot test them where feasible.

The divisions of Law Enforcement and Forest Protection, along with the Transportation Services Section, will conduct an annual review of available zero-emission emergency equipment and pilot test this new equipment where feasible to determine if it will meet DEC’s operational needs.
EMPLOYEE COMMUTING
Transportation represents 28% of New York’s greenhouse gas emissions and decreasing this source of emissions is critical to meeting the State’s carbon reduction requirements. While there has been an increase in remote and hybrid work arrangements, virtually all employees are still traveling to and from their work sites on a regular basis. This represents an opportunity to decrease emissions from these regular trips by increasing the percentage of employees who are commuting using sustainable forms of transportation, such as walking, biking, carpooling, taking transit, or driving an electric vehicle.

To determine staff commuting habits, DEC conducted a survey of its employees to determine how often they are traveling to their work sites and the modes of transportation they use to get there. The survey found that a majority of staff are working remotely at least 40% of the time and that when they do travel to their work site, they are mainly driving alone in single-occupancy fossil-fuel–powered vehicles. The 83% of employees who drive alone to their work site is well above the New York State average of 49%. At the current percentage of days worked remotely, it is estimated that, on average, DEC’s remote work policies are eliminating 221,800 trips per year.

One of the main determining factors in how an employee commutes to work is where the office is located and what sustainable transportation options exist there. Due to the nature of DEC’s work, most of its facilities are in rural areas with fewer alternatives to driving. For example, out of DEC’s 38 offices and sub-offices, only 53% are located within a half-mile of a public transportation line.

Operational Goal
Reduce the share of employees commuting alone in a single-occupancy fossil-fuel–powered vehicle to under 50% by 2028.

Actions to Achieve the Goal
Study the potential for incentives for employees to utilize more-sustainable forms of transportation.

Incentives are a powerful tool in shifting transportation modes and DEC will study available options to incentivize employees to shift toward more sustainable forms of transportation to get to their work sites.

Include access to sustainable transportation options in siting criteria for new facilities.

When needing a new facility, DEC will include in its evaluation criteria various forms of sustainable transportation, such as nearby pedestrian and biking infrastructure, access to public transportation routes, availability of safe and covered bike parking, and access to EV-charging stations.

Continue to provide flexible work arrangements to reduce vehicle miles traveled.

DEC has already been able to significantly decrease the number of commuting trips staff take through its remote work policies. Continuing to offer these, along with other flexible work arrangements such as co-location, will allow the benefits of these programs, such as reduced transportation emissions and reduced congestion, to continue.

Provide safe and covered bike parking at all regional and sub-offices.

As interest grows in biking, especially with the popularity of e-bikes, DEC will provide employees safe and covered parking facilities for their bikes at all regional and sub-offices that don’t already have it.

<table>
<thead>
<tr>
<th>Days Reporting to Worksite Out of Ten</th>
<th>Percentage of Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>32</td>
</tr>
<tr>
<td>6</td>
<td>22</td>
</tr>
<tr>
<td>7</td>
<td>2</td>
</tr>
<tr>
<td>8</td>
<td>10</td>
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<tr>
<td>9</td>
<td>3</td>
</tr>
<tr>
<td>10</td>
<td>25</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Mode of Transportation Used to Get to Worksite</th>
<th>Percentage of Employees Using this Mode</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-occupancy fossil fuel powered vehicle</td>
<td>78</td>
</tr>
<tr>
<td>Public transportation</td>
<td>8</td>
</tr>
<tr>
<td>Single-occupancy ZEV</td>
<td>5</td>
</tr>
<tr>
<td>Carpool</td>
<td>4</td>
</tr>
<tr>
<td>Walking</td>
<td>3</td>
</tr>
<tr>
<td>Biking</td>
<td>2</td>
</tr>
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</table>
Hold EV “ride and drives” for employees.

One of the most effective ways to increase electric vehicle adoption is to allow people to test drive an electric vehicle to learn more about how they operate. DEC will hold EV “ride and drive” events for its employees to increase the share of employees using them to commute to their work sites.

Increase awareness of carpool-matching programs.

DEC partnered with the New York State Department of Health (DOH) and 511NY Rideshare to create a carpool-matching portal that employees can use to find someone to carpool with who works at either DEC or DOH. To increase usage of this service, DEC will conduct additional outreach to staff to make them aware of this service, including through existing internal communication channels and events.

Conduct green commuting promotion events for employees.

DEC has a long history of holding green commuting promotion events not just for its own employees, but for those at other State agencies and the public as well. DEC will continue to organize events like the 2022 “Get There Green!” event to continue to raise awareness of the availability of sustainable transportation options in every community throughout the state.

OFF-ROAD EQUIPMENT

In addition to the vehicle fleet and buildings, another source of greenhouse gas emissions is the large amount of off-road equipment DEC operates. This equipment is vital to carrying out the agency’s mission, and includes all-terrain vehicles (ATVs), snowmobiles, boat engines, lawn equipment, and heavy-duty equipment, such as bulldozers and firefighting equipment, that are used for both emergency and non-emergency purposes.

<table>
<thead>
<tr>
<th>Type of Equipment</th>
<th>Number of Pieces Operated by DEC</th>
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</thead>
<tbody>
<tr>
<td>Chainsaws</td>
<td>837</td>
</tr>
<tr>
<td>Boats (motorized and non-motorized)</td>
<td>792</td>
</tr>
<tr>
<td>Trimmers</td>
<td>568</td>
</tr>
<tr>
<td>Outboard boat motors</td>
<td>498</td>
</tr>
<tr>
<td>Generators</td>
<td>338</td>
</tr>
<tr>
<td>Riding lawn mowers</td>
<td>330</td>
</tr>
<tr>
<td>Push lawn mowers</td>
<td>244</td>
</tr>
<tr>
<td>Leaf blowers</td>
<td>215</td>
</tr>
<tr>
<td>Snowmobiles</td>
<td>204</td>
</tr>
<tr>
<td>ATVs</td>
<td>188</td>
</tr>
<tr>
<td>Pump fire vehicles</td>
<td>141</td>
</tr>
<tr>
<td>Loaders</td>
<td>92</td>
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<tr>
<td>Neighborhood electric vehicles</td>
<td>50</td>
</tr>
<tr>
<td>Low speed vehicles</td>
<td>37</td>
</tr>
<tr>
<td>Bulldozers</td>
<td>36</td>
</tr>
</tbody>
</table>

DEC has begun the process of piloting zero-emission off-road equipment, including trimmers, push mowers, leaf blowers, riding mowers, and even deploying the first all-electric boat in the State government.
Operational Goals

Transition all lawn maintenance equipment to zero-emission technology.

Lead State government in piloting new zero-emission technology for off-road and emergency equipment.

Actions to Achieve the Goals

Update inventory system to track off-road equipment by fuel type.

A new category of fuel type will be added to the inventory tracking system so DEC can track and report its progress in transitioning its off-road equipment to zero-emission technology.

Accelerate the transition of all lawn equipment to zero-emission technology.

DEC will create a list of types of equipment that are part of a “zero-emission first” purchasing policy for lawn equipment which will state that purchases of certain types of lawn equipment must be zero-emission unless there is an operational need for a fossil-fuel version. In addition, DEC will create a plan by the end of 2023 to transition all its lawn equipment to zero-emission technology, considering its unique operational necessities. This transition will not only reduce greenhouse gas emissions, but also improve the customer experience at DEC facilities by decreasing noise.

Continuously evaluate and pilot test zero-emission emergency response technologies where feasible.

DEC will survey the market to determine when new zero-emission emergency response technologies, such as ATVs, snowmobiles, boats, and other necessary equipment, will begin to meet its operational needs and conduct pilot tests with this new equipment.

Share lessons learned and best practices.

DEC will share its experiences, lessons learned, and best practices in the adoption of zero-emission off-road equipment with other agencies through its participation in the GreenNY Council.

DEC is working to accelerate the shift toward our zero-emission future by piloting and adopting new zero-emission off-road equipment, such as this all-electric boat that is used to conduct water-quality testing in the Finger Lakes.

An all-electric zero-turn riding lawnmower is now in use by the Region 4 Operations team.
Reducing Waste

WASTE PREVENTION, REDUCTION, AND REUSE

Waste is the fourth-largest contributing sector of greenhouse gas emissions in New York State, representing 12% of annual emissions. Reducing waste generation helps conserve natural resources, reduces the energy used to produce and transport products, and lowers disposal costs.

As an agency that operates both office and non-office spaces, such as campgrounds, fish hatcheries, environmental education centers, and other facilities, DEC and its Division of Operations successfully manage a variety of waste types. DEC uses the waste management hierarchy to sustainably manage these wastes and prioritizes preventing waste where possible. For example, DEC staff participate in office supply reuse programs; replace single-use plastics and other items, such as batteries, with reusable items where possible; and utilize electronic methods to communicate internally and with the public to prevent paper waste.

After prevention, reduction, and reuse, DEC further reduces its environmental impact and integrates sustainability into agency operations by recycling and diverting organics from disposal in landfills or municipal waste combustors. Recycling helps limit the consumption of raw materials and keeps materials circulating throughout the economy. When organic materials such as food scraps and yard trimmings break down in landfills, they produce methane, a potent greenhouse gas that contributes to climate change. Composting and other forms of recycling organic materials reduce these greenhouse gas emissions. All of DEC’s offices and facilities have long-established and comprehensive recycling programs, and most collect food scraps and other organic wastes for composting or other organics recycling.

Waste is one of the areas of agency sustainability and operations in which DEC employees can easily participate every day and directly make a difference. DEC’s Division of Materials Management (DMM) and the Sustainability Program have led educational programming for employees on sustainable materials management, developed outreach materials and signage, and conducted waste audits in conjunction with the Division of Operations. Thanks to these collaborative efforts across the agency, all of DEC’s offices and facilities have established waste management programs; however, the recommendations in this sustainability plan are intended to guide the efforts to continue enhancing these programs so DEC can continue to lead by example.

### Operational Goals

Reduce waste disposal from FY 18–19 baseline by 10% by 2028.

Eliminate all single-use plastics in DEC’s operations by 2025.

### Actions to Achieve the Goals

Develop a single-use plastics elimination plan.

DEC will conduct a survey of its operations to determine where single-use plastics are being utilized. The results from this will inform the creation of a plan to eliminate the use of single-use plastics in the agency’s operations where doing so will not endanger health and safety or decrease accessibility for customers or employees.

Create waste audit guidance.

DEC will develop waste audit guidance for use by all DEC offices. This guidance will also be made available to other State agencies through the GreenNY Council.

Require annual waste audits at all agency offices and sub-offices.

Conducting regular waste audits will allow DEC to monitor waste generation and diversion as well as make improvements in education efforts and encourage behavior change where needed.

Establish a formal reuse program for office supplies in all DEC offices.
DEC office spaces currently have primarily informal reuse programs in place for office supplies. These programs have been able to successfully redirect certain usable office supplies and other products to reuse within DEC programs and offices. However, establishing a more formal program will allow DEC to both expand the effectiveness of the program and track waste reduction and cost savings associated with office supply reuse.

Develop a waste management toolkit for campgrounds and other non-office DEC facilities.

Non-office facilities often have unique and varying waste streams, so developing reduction, recycling, and reuse programs for these facilities can be challenging. DEC will develop a waste management toolkit for these facilities to use as they are developing programs specific to their sites.

Continue to improve waste data collection at campgrounds and other non-office facilities.

Staff from the Division of Materials Management will work with Operations staff to improve waste data collection at the agency’s campgrounds, day-use facilities, field headquarters, and other non-office facilities.

Assess legal and regulatory requirements.

DEC will assess whether legal and regulatory requirements such as document submission requirements for regulated entities and agency records retention policies lead to unnecessary paper waste and recommend changes to reduce waste where feasible.

Require all DEC employees to participate in a one-time training on electronic document management.

Improving employee use of electronic document management systems will increase employee familiarity with using these systems and reduce unnecessary paper waste. DEC’s Training Office already offers training on these systems.

### RECYCLING AND ORGANICS DIVERSION

**Baseline Numbers**

<table>
<thead>
<tr>
<th>Recycling and Organics Diversion Breakdown (tons)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Material</strong></td>
</tr>
<tr>
<td>Office Recyclables (single- or dual-stream paper, cardboard, plastic, glass, etc.)</td>
</tr>
<tr>
<td>Clean Construction and Demolition Debris</td>
</tr>
<tr>
<td>Maintenance and Equipment Recycling</td>
</tr>
<tr>
<td>Bulk Metals</td>
</tr>
<tr>
<td>Other Recyclables</td>
</tr>
<tr>
<td>Food Scraps</td>
</tr>
<tr>
<td>Other Compostables (including yard waste and wood chips)</td>
</tr>
</tbody>
</table>

**1,736 TONS**

diverted in FY 18–19

**42%**

DIVERSION RATE in FY 18–19
(recycling and composting)

**Operational Goals**

**Improve agency-wide office recycling rate and reduce contamination.**

**Divert all DEC-generated organic waste by 2025.**

**Actions to Achieve the Goals**

Conduct regular outreach and education to employees to reduce contamination in recycling/composting streams.

DEC will continue to conduct outreach to employees notifying them of how to recycle right and decrease contamination in the agency-generated recycling stream.

Establish recycling programs for additional recyclables including film plastic.

The Sustainability Program and the Division of Materials Management will assist facilities in creating recycling programs for items that are recyclable, but aren’t accepted in most recycling programs, such as thin film plastic.
DEC encourages staff to use reusable items where possible.

DEC staff composting at the Region 4 Office in Schenectady. The Region 4 Operations Field Crew at the Stamford sub-office built compost tumblers to manage the Schenectady office’s food scraps and compost on-site.

DEC's Central Office has a plastic film recycling program in place through a partnership with the Division of Materials Management. This plan recommends formalizing and expanding this program to the entire agency.

Signage at a DEC campground

The Sustainability Program and the Division of Materials Management worked with the Region 4 Sustainability Coordinator to conduct a waste audit at one of the Region 4 Offices.

EPA waste management hierarchy; Credit: The United States Environmental Protection Agency (EPA)
Pilot composting at DEC campgrounds.

While many offices and facilities already divert agency-generated organic waste and some even compost on-site, it will be more challenging for others, such as public campgrounds, to manage organic waste on-site.

Develop organics diversion plans for all DEC offices and establish food scraps/other organics diversion programs at all agency offices and facilities (where feasible).

An organics diversion plan will be created for all agency offices to ensure they are diverting food waste from landfills.

Provide employee education on managing special waste items (e-waste, batteries, CFL bulbs, etc.).

DEC will expand existing employee education on managing special waste streams and ensure compliance with new special waste management requirements as they arise.

Conduct a feasibility study on repairing and recycling office furniture.

DEC utilizes the OGS State Property Surplus Program to offer surplus furniture and equipment for reuse; however, there is currently no program to send broken or unusable office furniture for repairing or recycling. DEC will conduct a feasibility study to identify opportunities to recycle these items across the state.

Green Procurement

DEC has a leadership role in the State’s nation-leading green procurement program by serving as a co-chair of the GreenNY Council. In this role, DEC leads the development of new GreenNY procurement specifications and serves as a co-lead in the GreenNY reporting process. Since the State’s green procurement program began in 2008, 89 GreenNY procurement specifications have been created that all State agencies are required to follow when purchasing goods and services. These covered product areas range from appliances and office supplies to food service and transportation. In addition, Governor Hochul has strengthened the program via the issuance of EO22, which continues the existing specifications and modernizes the system of creating them.

Experience from previous GreenNY reporting has shown that green products are competitively priced and perform as well as or better than conventional products, and in many cases can be purchased at a discount. Data on green spending is obtained annually by reviewing sales reports from OGS’s centralized contracts and spending data reported by the GreenNY reporting form.

In FY 20–21, a record $300 million was spent by State agencies on green products and services, a 42% increase from FY 19–20. DEC’s data from the Greening New York State report found that DEC spent $159,202 on green products and services in FY 20–21, as outlined in the chart. This gives only a snapshot of the amount spent on green products and services as it does not encompass all spending conducted by DEC. In addition, spending levels fluctuate year-over-year based on budget and/or inflation.

<table>
<thead>
<tr>
<th>FY 20–21 Spending on Green Products and Services</th>
<th>Expenditure ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% post-consumer recycled processed chlorine-free copy paper</td>
<td>6,833</td>
</tr>
<tr>
<td>30–99% post-consumer recycled content copy paper</td>
<td>2,632</td>
</tr>
<tr>
<td>Less than 30% post-consumer recycled content copy paper</td>
<td>900</td>
</tr>
<tr>
<td>100% recycled-content processed chlorine-free janitorial paper</td>
<td>57,665</td>
</tr>
<tr>
<td>0–99% recycled-content janitorial paper</td>
<td>9,505</td>
</tr>
<tr>
<td>Virgin janitorial paper</td>
<td>227</td>
</tr>
<tr>
<td>Furniture</td>
<td>10,000</td>
</tr>
<tr>
<td>Floor coverings</td>
<td>2,000</td>
</tr>
<tr>
<td>Lighting</td>
<td>30,633</td>
</tr>
<tr>
<td>Green cleaning products</td>
<td>18,244</td>
</tr>
<tr>
<td>Recycling</td>
<td>10,032</td>
</tr>
<tr>
<td>Non-chemical pest management</td>
<td>1,900</td>
</tr>
<tr>
<td>Integrated pest management services</td>
<td>1,200</td>
</tr>
<tr>
<td>Re-refined motor oil</td>
<td>7,431</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>159,202</strong></td>
</tr>
</tbody>
</table>
Operational Goals

Provide training to agency purchasers by the end of 2024.

Enhance tracking of green purchasing.

Continue to develop new GreenNY procurement specifications and update existing ones when necessary.

Actions to Achieve the Goals

Update policies and procedures on DEC’s intranet.

The Division of Management and Budget Services will update In-Site pages and other training manuals to identify contracts where green purchases can be made. It will also give guidance on how to properly account for the purchase in order to better report on progress.

Transition DEC’s Financial Management Information System (FMIS) over to the Statewide Financial System (SFS).

The Division of Management and Budget Services is currently working on transitioning DEC from its legacy FMIS over to SFS by April 2024. The transition will allow agency staff to more easily identify items that meet the GreenNY procurement specifications by purchasing items that have the GreenNY icon on them. SFS will also have better reporting mechanisms to track progress on green procurement.

Provide training to agency purchasers by end of 2024.

The Division of Management and Budget Services will revamp training efforts for the transition over to SFS. The training will also place an emphasis on green procurement. This includes training for purchase card holders and other agency buyers.

Continue to identify new product and service categories to develop GreenNY procurement specifications.

DEC staff will continue to partner with the GreenNY Council to create new GreenNY procurement specifications for product and service categories where there currently are no specifications.

Review existing GreenNY procurement specifications to determine if updating is necessary.

DEC staff will partner with OGS and the GreenNY Council to conduct a review of the existing GreenNY procurement specifications and identify ones that need to be updated. Those identified for updating will then be updated as resources allow.
Water Conservation

Fresh water is one of our most important resources and while New York State has an abundant supply of it, conserving this resource is vital in the face of our changing climate that has the potential to make droughts worse. In addition, water conservation is an important energy efficiency measure as there is a significant amount of energy used to pump, purify, and treat water.

DEC uses water for many different parts of its operations, including office use, visitor use at campgrounds and day-use areas, and field operations. In addition, not all DEC facilities are utilized year-round, meaning that they only use water for a few months out of the year. For FY 18–19, DEC water data from 88 of its facilities reported usage totaling more than 22 million gallons.

DEC works to decrease its water use by making improvements to older water mains to reduce leaking and installing high-efficiency fixtures when building new facilities or renovating older ones.

Operational Goals
Meter every year-round permanent facility by 2028.

Follow best practices to decrease water consumption.

Actions to Achieve the Goals
Replace and upgrade leaking water mains at facilities.

Water main leaks significantly increase the amount of water consumed at a facility, all of which is wasted. DEC will continue to replace leaking water mains at its facilities as they arise and focus on leak detection and prevention going forward.

Install water meters at all permanent year-round facilities by 2028.

Installing water meters will increase the data DEC will have from water use at its facilities, allowing it to both better detect and repair leaks and make investment decisions on where to install water-saving technology and equipment.

Work with OGS to improve water use data collected from leased facilities.

OGS negotiates and maintains all leases that DEC enters into for additional space. DEC will work with OGS to ensure that water use data is available to DEC for the spaces that it uses within a leased facility. This will allow DEC to measure the amount of water it is consuming in these spaces and take actions to reduce it.

All new fixtures installed will meet NYS Code or Water Sense Standards where applicable.

Water-efficient fixture installations will ensure DEC is using less water.

Pilot the installation and use of rain barrels to water pollinator gardens and other landscaping.

DEC will identify locations to install and utilize rain barrels for outdoor vegetation watering to conserve water. Best practices will be learned and shared from initial installations.

Peter Shaw

Evgen Prozhyrko

DEC will pilot the installation of rain barrels to provide water for landscaping and pollinator gardens.

A waterless urinal at a DEC facility

DEC will install water meters at all permanent year-round facilities by 2028.
Species and Habitat Protection

A significant part of DEC’s mission pertains to the lands, waters, plants (including trees), and animals of New York State and their habitats. Support to those species is delivered through management of nearly 4 million acres of State Forests, Wildlife Management Areas, Forest Preserves, and other land holdings, and through work with private landowners and municipalities. This plan focuses on areas where DEC can go above and beyond its mission-focused work to lead by example at its regional offices, sub-offices, education centers, and associated campuses.

DEC’s regional offices and sub-offices are great places to showcase efforts to provide habitat for pollinators, roosting locations for bats, and nesting locations for birds. Additionally, DEC can demonstrate actions to reduce the impact of outdoor lighting and reduce greenhouse gas emissions from mowing.

<table>
<thead>
<tr>
<th>DEC’s Lands</th>
<th>Size (Acres)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adirondack And Catskill Forest Preserves</td>
<td>2,970,711.6</td>
</tr>
<tr>
<td>State Forests</td>
<td>814,744.96</td>
</tr>
<tr>
<td>Wildlife Management Areas</td>
<td>211,706.15</td>
</tr>
<tr>
<td>Other DEC lands</td>
<td>6,086.15</td>
</tr>
<tr>
<td><strong>Total DEC lands</strong></td>
<td><strong>4,003,219.15</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DEC Regional Offices (part of Other DEC Lands)</th>
<th>Size (Acres)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mowed</td>
<td>84.39</td>
</tr>
<tr>
<td>Reduced mow</td>
<td>55.96</td>
</tr>
<tr>
<td>No mow</td>
<td>112.63</td>
</tr>
<tr>
<td>Pollinator garden</td>
<td>5.33</td>
</tr>
<tr>
<td>Pollinator meadow</td>
<td>.39</td>
</tr>
</tbody>
</table>
Operational Goals

Reduce mowing at regional offices, sub-offices, education centers, and associated campuses.

Monitor and manage invasive species that may threaten healthy ecosystems.

Increase habitat for grassland species and pollinators while also providing roosting and nesting locations where appropriate.

Reduce outdoor ambient light impacts.

Actions to Achieve the Goals

Develop and implement a plan to reduce mowing and improve habitats for pollinators and grassland species at DEC regional offices, sub-offices, education centers, and associated campuses.

The plan will include the following elements:

● A baseline of land use applications at facilities;

● A goal for reduced mowing;

● Guidance on how to adjust mowing schedules to minimize impacts to nesting birds and pollinators;

● A pollinator resource list for DEC Operations staff;

● A list of seed mixes to establish native plants that support local species; and

● Guidance on identifying appropriate locations to install additional bat boxes, bird boxes, and nesting platforms.

Create a public awareness campaign to explain reduction in mowing.

Reducing mowing will reduce greenhouse gas emissions and expand habitats for pollinators and other species. To ensure that the public is aware of the benefits of reduced mowing on agency-owned land, DEC will launch a public awareness campaign to explain the initiative.

Establish a pollinator garden at each regional office and sub-office.

Many DEC facilities already feature pollinator gardens and those that don’t yet have one will establish one.

Monitor and manage any invasive species found on DEC-managed lands utilizing best practices.

DEC will continue to manage any invasive species identified on its lands utilizing best management practices to ensure the integrity of ecosystems.

Restore log landings post-timber harvest according to the Strategic Plan for State Forest Management.

Log landings will be restored to ensure minimal impact on State Forest ecosystems.

All outdoor lighting installed by DEC will be compliant with the “dark skies” provision of the NYS Environmental Conservation Law.

DEC will continue to protect our night skies by installing dark-sky–compliant outdoor lighting when installing new outdoor lighting.
Reducing the Use of Toxic Substances

Pollution prevention is an integral part of DEC’s mission and DEC will lead by example to reduce the use of toxic chemicals in the operations of its 2,109 facilities. The potential impact, due to the number of facilities, is significant.

DEC is reducing toxic chemical use through participation in the GreenNY procurement program, which requires State agencies and authorities to purchase products that meet approved specifications. Many of these, including the specification on cleaning products, adhere to robust standards which restrict toxic chemicals and metals. When a state as large as New York uses its buying power for greener products, the market responds to increase their availability.

Efforts to choose safer materials are underway in other areas, as well. For example, the Division of Operations is working to identify and test less-toxic materials and methods to produce signage for DEC-managed lands. Staff at DEC campgrounds are also eliminating the use of chromated copper arsenate (CCA)-treated wood in picnic tables as old ones are replaced. The new cedar tables don’t contain arsenic and eliminate the need to be chemically sealed.

Reducing the use of toxic materials in the workplace can positively impact environmental health and indoor air quality. Over the next five years, DEC will identify additional opportunities to operate healthier buildings and implement greener cleaning, disinfecting, pest management, and procurement.

Operational Goals
Reduce the use of toxic substances in agency operations.

Actions to Achieve the Goal
Form a toxics-use reduction team in 2023.

DEC’s Executive will form a cross-divisional toxics-use reduction team to evaluate opportunities to reduce toxic chemical use in DEC’s operations and create program policies to achieve the reductions.

Continue established green cleaning and non-chemical pest management programs.

The toxics-use reduction team will review existing GreenNY reporting information to identify improvement opportunities for green cleaning and chemical-free pest management practices. This will include a focus on the use of green general purpose cleaning products, safer disinfectants, non-chemical pest control for turf and ornamental plantings, and integrated pest management for interior spaces.

Review GreenNY procurement specifications for opportunities to reduce toxics use.

Existing GreenNY procurement specifications will be reviewed by the toxics-use reduction team to determine if requirements for less-toxic products need updating. Staff will work with the GreenNY Council to identify potential new product and service categories that can reduce the use of toxic chemicals. The team will review DEC purchases with an eye toward identifying product categories where specifications for toxic chemical reduction could be implemented.

Pilot usage of routered signs to decrease use of PVC lettering.

DEC will conduct a pilot project to test new designs of its trail signs that feature routered lettering, rather than the traditional polyvinyl chloride (PVC) lettering. This project has the potential to increase safety by allowing signs to be read even if they become weathered and decrease the use and production of toxic chemicals found in the paint and lettering used in current signs, such as vinyl chloride (a known human carcinogen as listed by the International Agency for Research on Cancer).

Develop toxics reduction In-Site page.

An In-Site page will be developed by the toxics-use reduction team to provide staff with guidance to reduce toxic chemical use and maintain healthier buildings.
Employee Engagement

DEC’s employee engagement initiatives work to instill a culture of sustainability within the department and to increase awareness of sustainability topics so that all staff think and act more sustainably both at work and at home. Trainings, events, and other forms of employee engagement are critical in ensuring that employees have the knowledge necessary to do their part to achieve the goals of this plan.

DEC has a long history of employee engagement on sustainability topics, ranging from hosting green commuting days, holding Earth Day events, celebrating America Recycles Day, organizing Plastic Free July campaigns, and offering trainings to employees. The latest initiative is the creation of the Sustainability 101 training, which was developed to educate employees on the goals of CP-75 and their role in achieving them. In three months between April and July 2022, 1,238 DEC staff attended a Sustainability 101 training. In addition, DEC staff organize and host the monthly GreenNY Lunchtime Learning webinar series, which provides information on ways staff can be more sustainable in their own lives. The series has been ongoing since November 2018 and more than 900 individual DEC staff members have viewed an episode of the series. The Sustainability Program also has a monthly email newsletter that goes out to all staff letting them know about recent sustainability projects, employee engagement campaigns, and how they can live more sustainably.

Operational Goal
Empower employees with resources, activities, and training to achieve the goals of DEC’s Sustainability Plan and live more sustainably in their own lives.

Actions to Achieve the Goals
Require all staff to take the Sustainability 101 training by the end of 2023.

DEC created the Sustainability 101 training to educate and inform employees of the agency’s sustainability goals, requirements, and resources. Thus far, 40% of employees have taken the training, and all will take it by the end of 2023.

Add sustainability training to new employee orientation and create and record a Commissioner’s Message on sustainability for new employee orientation.

A sustainability module will be created and added to new employee orientation. This will include a Commissioner’s Message on the importance of the agency’s sustainability goals and how all staff are responsible for achieving them.

Include language on working to achieve DEC’s sustainability goals in employee work plans.

The Sustainability Program and the Division of Management and Budget will create sample language that can be added to employee work plans to ensure that achieving DEC’s sustainability goals are the responsibility of every employee.

Create additional topic-specific training modules.

The Sustainability Program and the Training Office will create additional training opportunities for staff on the various topic areas within the plan in order to ensure staff know their role in achieving its goals.

Create sustainability floor ambassadors where applicable.

A sustainability floor ambassador will be appointed in DEC’s office buildings who will serve as an employee point of contact for basic sustainability questions, such as how to properly sort waste and how to utilize the reuse programs.

Conduct clean-out days.

Clean-out days are designated days for staff to properly recycle, reuse, or dispose of any unused or unwanted items, such as paper, old office supplies, etc. Messaging will be sent out to ensure staff know how to properly dispose of or donate unwanted items and recycling and composting bins will be clearly marked and provided.

Institute an anonymous electronic suggestion box for sustainability-related issues.

Employees with suggestions on incorporating sustainability into DEC’s work will be given an anonymous way to submit their suggestions.

Create and distribute climate anxiety resources to DEC employees.

The Sustainability Program will work with the Employee Assistance Program to provide staff with information and resources on climate anxiety, which is when people feel scared, nervous, or anxious about the future of the environment.
For Plastic Free July, staff submitted photos of ways that they were reducing plastic in their own lives for inclusion in the sustainability newsletter.

The Central Office Sustainability Team hosted a 2023 Earth Day event to provide staff with information on composting, renewable energy, public transportation, and DEC programs’ highlights.

Seedling distribution at 2023 Earth Day event
Educational Programming and Outreach

Achieving the State’s environmental goals will require individuals, government entities, industries, and communities to act in a variety of areas that DEC regulates or promotes. DEC is uniquely positioned to communicate sustainability messaging with those audiences because the agency employs education and outreach staff across many program areas. This network of staff, with the right resources and coordination, can educate internal and external audiences on topics needed to reach New York State’s environmental goals.

Each year, DEC staff across the agency provide outreach and education to tens of thousands of New Yorkers, from classroom programs on climate change, to land use planning workshops for Hudson River residents, to workshops for local government leaders looking to join the Climate Smart Communities program. For the creation of the plan, staff responsible for education and outreach programs within 24 different units of DEC were surveyed and interviewed.

Although sustainability is not the message at the forefront of most of DEC’s outreach and education efforts, many units incorporate some elements of sustainability into their programming. For example, a birding program at Five Rivers Environmental Education Center may include a discussion of bird-friendly coffee, which relates to forest protection and greenhouse gas emissions. Another example of DEC’s programming includes a social media campaign called #LeaveNoTraceTuesdays.

The campaign promotes sustainable outdoor recreation and stewardship by providing easy, fun tips to hikers, anglers, and other user groups.

At the moment, more of DEC’s sustainability education and outreach efforts are related to waste generation (e.g., recycling, food waste, plastics reduction, etc.) than the other major categories discussed in this sustainability plan. This represents an opportunity to diversify the sustainability messaging that is presented to the public and cover more of the State’s environmental goals.

More than half of survey participants indicated that interactive, in-person programs and events are the most successful methods of communication. Direct communication with an in-person audience allows for deeper conversations, the use of hands-on tools (maps, spatial models, etc.), and peer-to-peer learning (e.g., a farmer sharing their experience with a conservation program with other farmers at a workshop). While programs reported that social media and online newsletters can reach many New Yorkers, it is much more difficult to measure meaningful behavior change through these channels.

Three DEC programs (Office of Climate Change, the Great Lakes Program, and the Hudson River Estuary Program) have dedicated funding or full-time staff specifically for sustainability outreach and education. Some programs, such as the Bureau of Waste Reduction and Recycling, offer grants to nonprofits or municipalities to conduct education and outreach programs.
Operational Goals
Empower DEC staff to educate the public on the Climate Act, New York State’s environmental requirements, and DEC’s Sustainability Plan by 2024.

DEC will take action to ensure DEC education and outreach staff can adequately educate the public about the Climate Act, other State environmental goals, and DEC’s Sustainability Plan. Training and support will focus first on staff from programs with a primary outreach focus, including the Bureau of Environmental Education, Division of Communications, Education, and Engagement, and outreach units within other divisions.

Actions to Achieve the Goals
Hire a dedicated Sustainability Education and Outreach Coordinator.

DEC will hire a dedicated Statewide Sustainability Education and Outreach Coordinator to develop and implement staff trainings, create an information clearinghouse, create tracking and evaluation systems, and engage members of the public through in-person events.

Train staff on the final Climate Act Scoping Plan and DEC’s Sustainability Plan.

DEC will hold mandatory training for staff already doing education and outreach work within the agency, especially units with an education focus, that will include background on the Climate Act and the final Scoping Plan, the key actions of the DEC Sustainability Plan, and how the plans will impact DEC operations. Training will be offered as an optional activity to all other DEC staff.

Develop a train-the-trainer program.

The Sustainability Program and the Division of Communications, Education, and Engagement, will develop a program to empower DEC staff to spread sustainability messages, within their own units of DEC and outside the agency.

Develop an information clearinghouse.

DEC will create a central repository that connects DEC’s staff to education resources (brochures, PowerPoints, reports, fact sheets, curriculum, graphics, etc.) developed by various DEC programs that can be used to share sustainability messaging with the general public. The clearinghouse may include an equipment-loaning program (e.g., education models such as Enviroscape and other physical resources) as well as a database of subject matter experts within DEC.
Keeping the Momentum Going

The creation of this plan is just the start of DEC’s journey toward the goals outlined within it. To ensure that progress continues, and momentum builds for further actions to decrease DEC’s environmental footprint, the following actions will be taken:

ANNUAL PROGRESS REVIEW
An annual review of progress toward the goals of the plan will be conducted, and the findings presented to the Commissioner. This annual review will consider, at a minimum, the following:

- Progress toward the goals in the plan;
- Any newly identified challenges or barriers to achieving the goals of the plan;
- Resources needed to achieve the goals of the plan; and
- Success stories from the previous year.

REPORTING ON PROGRESS
DEC will track progress toward the goals in the plan both through its annual submission of the GreenNY reporting form to the GreenNY Council and through DEC-specific metrics that it identifies as not being captured in the GreenNY reporting form.

In addition, DEC will create a dashboard on its website that will feature key sustainability metrics so the public can track progress toward the goals of the plan. The dashboard will be updated at least annually.

UPDATES TO PLAN
This plan will be updated at least every five years to ensure that it captures progress DEC makes and technological advances that have taken place.

CHALLENGES AND BARRIERS IDENTIFIED
Any ambitious plan faces challenges in becoming a reality. While creating this plan, the Sustainability Working Group identified a few potential challenges that will need to be overcome to ensure that DEC is able to meet its newly set goals:

Creating a successful change management strategy.

Achieving the goals in the plan will require changing the way DEC operates in many ways. In order to ensure that all staff are engaged in this process and the new operating procedures are implemented successfully, DEC will need a successful change management strategy that focuses on fully utilizing staff’s existing expertise and knowledge to meet the new goals.

Creating proper succession planning for sustainable operating procedures.

As new procedures and policies are put into place to meet the plan’s goals, it is important that they are created in a way that ensures that if there is staff turnover, new staff can continue operating by these procedures.

Simplifying, streamlining, and harmonizing data collection and reporting.

Now that DEC will be collecting and reporting on more sustainability metrics, there is a need to simplify and streamline its data collection process. This includes harmonizing what is being collected across regions and divisions to the maximum extent practicable and focusing on ensuring staff are trained in how to manage this data.

Ensuring successful collaboration across all regions and divisions.

The Sustainability Program has stood out as a successful example of silo-busting and encouraging staff to work across regions and divisions productively. This will need to continue and expand going forward to achieve the plan’s goals.

Continuing financial support for sustainability initiatives

There will be a need for continued financial support for sustainability initiatives over the medium- to long-term to achieve the goals of the plan.
Conclusion

Overall, this plan formalizes specific actions to build upon DEC’s long history of leading by example and operating in an environmentally friendly manner. The ambitious goals set by the plan will drive DEC to continue to be at the forefront of accelerating New York’s clean energy economy transition. Implementing DEC’s Sustainability Plan demonstrates that operating sustainably is a win-win-win by minimizing environmental impacts; lowering costs; and improving the health, safety, and well-being of employees and the public.