EXECUTIVE OFFICE OF THE PRESIDENT
COUNCIL ON ENVIRONMENTAL QUALITY
WASHINGTON, D.C. 20503

March 28, 2007

MEMORANDUM

TO: HEADS OF EXECUTIVE BRANCH DEPARTMENTS AND AGENCIES

FROM: JAMES L. CONNAUGHTON, CHAIRMAN

SUBJECT: IMPLEMENTATION INSTRUCTIONS AND REQUIREMENTS FOR EXECUTIVE ORDER 13423

On January 24th, 2007, the President signed the Executive Order 13423, "Strengthening Federal Environmental, Energy, and Transportation Management." The Order sets goals in the areas of energy efficiency, acquisition, renewable energy, toxics reductions, recycling, renewable energy, sustainable buildings, electronics stewardship, fleets, and water conservation. In addition, the Order reinforces the requirement for more widespread use of Environmental Management Systems as the framework in which to manage and continually improve these sustainable practices. This is a timely and strategic step forward, building upon the many and notable accomplishments of the Federal community. As a result, we will be more efficient and effective in meeting our mission, while at the same time leading by example in the areas of environmental and energy stewardship.

In accordance with Section 4 (b) of the order, I am issuing the first set of Implementation Instructions and Requirements to provide additional detail and direction to agencies as they work to fulfill the goals of the Order. These instructions were developed in clear consultation with your relevant experts. These instructions should be considered mandatory, and implementation is expected as part of complying with the Order. Over time, relevant agencies and work groups will develop and issue additional guidance on specific topics.

In addition, please note the following:

- The existing working groups created under the prior Executive Orders, including but not limited to the groups on purchasing/recycling, Environmental Management Systems, energy efficiency, fleets and fuels, high performance buildings, and electronics stewardship, will remain in place.
- Agencies that have not yet done so must name a Senior Official in accordance with section 3(d) of the order.
- Reporting on progress of these sustainable practices done under the prior Executive Orders is to continue until new reporting requirements are issued.

- Current activities and practices implemented under the prior Executive Orders are to remain in place unless or until modified by the new Executive Order, the instructions issued today, or forthcoming guidance.

Please direct questions to the Federal Environmental Executive, Edwin Pinero at 202-456-6224 or Edwin_Pinero@ceq.eop.gov.

On behalf of the President, I thank you for your commitment to leading by example in energy management and environmental stewardship.