

EO 18 Quarterly Reporting Form

Reporting Quarter:	
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AGENCY REPORT

Agency Name		Reporter's Name		Reporter Contact Information

ENERGY CONSERVATION/EFFICIENCY ACTIVITIES (please describe all activities during the period)	WASTE DIVERSION ACTIVITIES (please describe all activities during the period)

CLEAN TRANSPORTATION ACTIVITIES (please describe all activities during the period)	ENVIRONMENTALLY PREFERABLE PROCUREMENT ACTIVITIES (please describe all activities during the period)

EMPLOYEE COMMUNICATION/EDUCATION ACTIVITIES (please describe all activities during the period)

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METRIC INFORMATION					
Building Retrofits	Baseline Amount	Quarterly Amount	YTD		
No. of building retrofits started					
No. of building retrofits completed					
Square footage of buildings retrofitted					
Building Energy Audits	Baseline Amount	Quarterly Amount	YTD		
No. of performance contract audits started					
No. of performance contract audits completed					
Square footage audited					
Number of audits performed (not under PC)					
Square footage audited (not under PC)					
Auditor's estimation of energy savings (not under PC)					
Energy Savings	Baseline Amount (FY08)	Quarterly Amount	YTD		
No. of buildings entered into Portfolio Manager					
No. of buildings to be entered into Portfolio Manager					
Renewable Energy Installations	Metrics	Baseline Amount	Quarterly Amount	YTD	
Solar Photovoltaic Energy Systems Installed	Number				
	Total Capacity (kW)				
Amount of electricity generated from photovoltaic systems	(kW)				
Wind Energy Systems Installed	Number				
	Total Capacity (kW)				
Amount of electricity generated from wind systems	(kW)				
Geothermal Systems Installed	Number				
	Total Capacity (Tons)				
Solar Thermal Systems Installed	Number				
	Total Capacity (sq. feet)				
Biomass (non-transport) Systems Installed	Number				
	Total Capacity (kW)				

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METRIC INFORMATION				
Biofuel Systems Installed	Number			
	Total Capacity (gallons per year)			
Transportation-Transportation reports will be provided by GSS to Agency.	Baseline Amount (2008)	Quarterly Amount	YTD	
% of installed vehicle tracking devices				
Number of alternative fuel vehicles purchased				
Number of conventional vehicles converted to alternative fuel				
Number of miles traveled				
Gallons of fuel purchased				
Gallons of alternative fuel purchased				
Number of vanpool miles traveled				
Number of new carpools and vanpools formed				
Reduction in miles traveled from 2008 levels <i>(Reported annually)</i>				
Reduction in fuel purchased from 2008 levels <i>(Reported annually)</i>				
Workshops, Training and Education	Baseline Amount	Quarterly Amount	YTD	
Number of workshops, training and education sessions held				
Number of people attending workshops, training and education sessions				
Number of emails, posters, pamphlets etc distributed				
Waste Diversion- Waste Reports will be provided by GSS to Agency	Baseline Amount (FY10)cubic yds/yr	Quarterly Amount (cubic yd capacity)	YTD	
Amt of SSR				
Amt of other recycling (please specify)				
Amt of composting				
Amt of trash				
% of SSR implemented within agency				