



Department of Energy

Washington, DC 20585

JM CHRONOLOGY
JM RECEIVED 4/13/15
OUT FOR REVIEW 4/27/15
DRB DISCUSSION 5/7/15

MEMORANDUM FOR INGRID KOLB

DIRECTOR
OFFICE OF MANAGEMENT

THROUGH:

KEVIN T. HAGERTY
DIRECTOR
OFFICE OF INFORMATION RESOURCES

FROM:

MICHAEL M. JOHNSON
CHIEF INFORMATION OFFICER

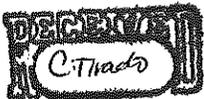
SUBJECT: Notice of Intent to Develop DOE Guide 436.1-1, Sustainable Print Management

PURPOSE: The proposed Department of Energy G 436.1-1 will support Executive Order (E.O.) 13693, Planning for Federal Sustainability in the Next Decade, signed on March 19, 2015, which requires the Federal Government to lead by example to create a clean energy economy that will increase prosperity, promote energy security, protect the interests of taxpayers, and safeguard the health of the environment. Under E.O. 13693, Federal agencies are required to increase energy efficiency, eliminate waste, and leverage agency acquisitions by reducing costs and resources in their printing activities. This Guide also aligns with the requirements of DOE Order 436.1, Departmental Sustainability.

JUSTIFICATION: The intent of this proposed Guide is to provide direction for Departmental Elements to implement policies and procedures on printers and print management practices in accordance with E.O. 13693, the General Services Agency Bulletins FMR B-37 and FMR B-39, and DOE Order 436.1. The Guide emphasizes a baseline of best practices in print management that would meet the requirements contained in Executive Orders and DOE regulations and directives.

The Guide applies to all DOE organizational elements, including the National Nuclear Security Administration. Participants from an IT Sustainability Working Group within and outside the Office of the Chief Information Officer will actively engage in the development of the guide through review meetings, one-on-one sessions, and providing feedback, comments, and suggestions.

There are no valid external, consensus or other Standards available which can be used in place of this directive.



Justification Memorandum (Continued)

IMPACT: The proposed directive does not duplicate existing laws, regulations or national standards and it does not create undue burden on the Department.

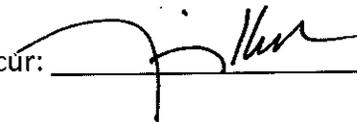
The benefits expected via the adoption of the Sustainability Print Management Guide include:

- Consistent communication of guidance to implement the requirements of E.O. 13693, and DOE Order 436.1 across the complex;
- Establishment of baseline best practices to manage printing activities;
- Improvement of print management which allow for cost and environmental benefits; and
- Encouragement of innovation in print management.

WRITER: Jake Wooley, (702) 234-1645

OPI/OPI CONTACT: Office of the Chief Information Officer, Denise Hill, 202-586-5848

Ingrid Kolb, Director, Office of Management (MA-1):

Concur:  Nonconcur: _____ Date: 5-8-2015

Unless determined otherwise by the Directives Review Board (DRB), writers will have up to 60 days in which to develop their first draft and submit to the Office of Information Resources, MA-90

| <u>Standard Schedule for Directives Development</u> | <u>Days</u> |
|---|---------------|
| Draft Development | Up to 60 days |
| Review and Comment (RevCom) | 30 |
| Comment Resolution | 30 |
| Final Review | 30 |
| Total | 150 |

→ The DRB approved this request with the understanding that the CIO will use appropriate guidance developed by other agencies (e.g. GPO).