



**EXECUTIVE ORDER**

**NUMBER 11 (2009)**

**EXECUTIVE ORDER TO REDUCE THE ENVIRONMENTAL IMPACT OF  
ILLINOIS STATE GOVERNMENT OPERATIONS**

**WHEREAS**, Article XI of the Illinois Constitution states that each person has the right to a healthful environment, and that the public policy of the State of Illinois (hereinafter the “State”) and the duty of each person is to provide and maintain a healthful environment for the benefit of this and future generations; and

**WHEREAS**, the State of Illinois is committed to conserving, improving and protecting natural resources and the environment; preventing water, air and land pollution; minimizing greenhouse gas emissions that contribute to global climate change; and enhancing the health, safety and welfare of its residents and their overall economic and social well-being; and

**WHEREAS**, as Governor of the State of Illinois, it is my duty to ensure accountability and efficiency in the State's operations and provision of services; and

**WHEREAS**, by making sustainable choices in the course of their daily operations and provision of services, agencies, offices, divisions, departments, bureaus, boards and commissions directly responsible to the Governor (hereinafter “agencies”) can lead by example in minimizing potential environmental and health impacts and save Illinois taxpayers money through reduced material costs, waste disposal costs and utility bills; and

**WHEREAS**, Illinois agencies are major consumers of electricity and fuel, spending over \$100 million each year to conduct activities at more than 1,500 owned and leased sites, and maintaining more than 12,000 vehicles traveling over 186 million miles last year; and the State seeks to employ cost-effective methods to reduce the consumption of energy and fuel, and the associated emissions of greenhouse gases; and

**WHEREAS**, State government can promote the expansion of markets for recycled commodities, emerging environmental technologies, renewable energy and other sustainable products and services by purchasing these products and services; and the State's investments in sustainability

measures provide returns on investment and boost Illinois' economy, generating more green jobs, local spending and tax revenue; and

**WHEREAS**, the Illinois Green Governments Coordinating Council (GGCC) was established to integrate more fully into the ongoing management systems, long-range planning and daily operations of agencies cost-effective sustainability measures that enhance health and safety, reduce the consumption of energy and fuels, conserve water, minimize emissions and reduce solid and hazardous wastes; and

**WHEREAS**, the State has enacted mandates through legislation and Executive Orders that have established the administrative framework required to develop, monitor and document the results of activities undertaken through the coordinated efforts of the GGCC and through its statutory member agencies;

THEREFORE, I, Pat Quinn, Governor of the State of Illinois, do hereby order as follows:

## **I. Waste Prevention**

- a. The policy of the State is to prefer waste prevention whenever feasible. Agencies shall prioritize waste prevention methods that eliminate or reduce the creation of pollution and waste through increased efficiency in the use of raw materials, energy, water and resources, and protection of natural resources by conservation. Pollution and waste that cannot be prevented at the source shall be recycled in an environmentally sound manner. If waste prevention and recycling are not feasible, waste treatment followed by safe disposal should be employed.
- b. Agency employees should incorporate waste prevention and recycling into their daily practices and must participate in all recycling programs available to them.
- c. The GGCC shall convene a subcommittee to research and report recommendations to the full GGCC on the actions necessary to measure and track solid waste generated by agencies statewide. Agencies must implement these recommendations in order to determine a statewide baseline for solid waste generated throughout fiscal year 2010. Agencies shall establish a collective goal to divert at least 20 percent of their solid waste from disposal facilities by July 1, 2012, referenced to the 2010 baseline, and divert at least 40 percent by July 1, 2015, referenced to the 2010 baseline, through source reduction, recycling and composting activities.
- d. Agencies shall take all necessary actions to reduce the consumption of office paper. They shall establish a goal to attain a 10 percent reduction in office paper consumption by July 1, 2010, when compared to paper consumption for fiscal year 2008. By July 1, 2012, agencies shall achieve a 20 percent reduction in office paper consumption from fiscal year 2008 levels. Whenever feasible, actions to reduce the use of office paper shall include, but not be limited to, the following:
  - i. increasing the use of email, the Internet and other electronic means to distribute and receive documents, announcements, forms and publications;
  - ii. duplex printing and photocopying, and setting printer and copier defaults to duplex;
  - iii. updating and maintaining all mailing lists;
  - iv. formatting documents, through means such as adjusting fonts and margins, to reduce the number of pages; and
  - v. reusing single-side printed pages.
- e. By July 1, 2010, the Illinois Department of Central Management Services (CMS) Bureau of Communication and Computer Services (BCCS) shall establish and implement policies and procedures for the use of digital signatures and electronic document storage to the maximum extent feasible.

- f. By July 1, 2012, all agencies shall incorporate integrated pest management principles into their building and landscape management practices, where appropriate and practicable. Components of the integrated pest management program shall include, but not be limited to, the following: evaluation and monitoring of pests, inspection, habitat modification, good sanitation, education and treatment action designed to prevent pest problems while simultaneously reducing the use of toxic chemicals that may adversely affect public health and the environment.

## **II. Energy Efficiency and Conservation**

- a. To the extent possible, agencies shall implement energy efficiency practices with respect to the operation and maintenance of all State-owned and State-leased buildings. Such practices shall include, but not be limited to, the following:
  - i. turning off lighting in unoccupied areas;
  - ii. turning off office equipment and electronics when they are not in use;
  - iii. adjusting the setting of space temperatures; and
  - iv. properly and regularly maintaining, inspecting, and re-commissioning or re-tuning heating, air conditioning and ventilation equipment to ensure optimal performance.
- b. In pursuit of the goal of meeting State greenhouse gas reduction targets, agencies shall cooperate in employing cost-effective efficiency measures to reduce electricity consumption and natural gas consumption at State-owned facilities by 25 percent each by July 1, 2025 as compared to fiscal year 2008 levels. These measures shall include, but not be limited to, the prioritization of capital upgrades and the implementation of operating policies and strategies that will deliver appropriate comfort levels while minimizing energy usage.
- c. To the maximum extent feasible, agencies shall achieve the building energy performance criteria necessary to attain ENERGY STAR® qualification in all eligible State-owned buildings by July 1, 2015. Wherever practicable, agencies shall strive to achieve certification under the U.S. Green Building Council's "LEED for Existing Buildings: Operations & Maintenance" (LEED-EBOM) Green Building Rating System in all eligible State-owned buildings.
- d. To the maximum extent feasible, agencies shall ensure that all new and renewed lease agreements specify compliance with the building energy performance criteria necessary to attain ENERGY STAR qualification. Agencies shall strive to maximize the number of U.S. Green Building Council "LEED for Existing Buildings: Operations & Maintenance" (LEED-EBOM) Green Building Rating System practices included in specifications for solicitations for new leased space.

- e. Agencies shall increase their purchase of energy certified by Green-e or generated from renewable energy sources in Illinois, including wind, solar thermal, photovoltaics, sustainably managed biomass, geothermal, methane waste and fuel cells. Agencies shall seek to purchase sufficient quantities of energy certified by Green-e or generated from renewable energy sources in Illinois so that 50 percent of the overall annual electrical energy requirements of buildings owned or leased by agencies will be met through these technologies by July 1, 2015, increasing to 100 percent by July 1, 2025.

### **III. Water Quality and Conservation**

- a. By 2010, all new State construction and remodeling sites and landscaping projects at existing facilities under the control of agencies directly responsible to the Governor must incorporate xeriscaping principles for conserving water and maintaining water quality. These principles include, but are not limited to, the following: planning and design, soil analysis, practical turf areas, appropriate plant selection, efficient irrigation, use of mulches and appropriate maintenance.
- b. All fertilizers purchased and used by agencies shall be limited to low-phosphorus fertilizers, defined as those fertilizers having use directions that do not exceed an application rate of 0.25 pounds of P<sub>2</sub>O<sub>5</sub> per 1000 square feet per application and not to exceed 0.50 pounds of P<sub>2</sub>O<sub>5</sub> per 1,000 square feet per year.

### **IV. Sustainable Transportation**

- a. Only to the extent permissible under any applicable Federal or State law or regulation, all State-funded road construction contracts for areas that are in nonattainment with the federal 8-hour ozone standard or the particulate matter (PM) 2.5 standard for air quality are required to use clean construction practices. These include, where feasible: idling limitations, use of ultra low sulfur diesel, erosion control, dust control, and on all off-road vehicles the installation of a verified diesel emission control device that achieves a particulate matter emission reduction of 50 percent or more from uncontrolled engine emission levels.
- b. To the maximum extent feasible, agencies shall take reasonable actions to achieve a target of a 20 percent reduction in petroleum use in the operation of State vehicles by July 1, 2012 when compared to fiscal year 2008 levels.
  - i. Agencies shall purchase, operate and maintain State vehicles in a manner that reduces emissions and petroleum fuel consumption.

1. By July 1, 2015, at least 20 percent of new passenger vehicles purchased for the State fleet shall be hybrid and 5 percent purchased shall be electric, as feasible and available. By July 1, 2025, at least 60 percent of new passenger vehicles purchased for the State fleet shall be hybrid and 15 purchased shall be electric, as feasible and available. Specialty, police and emergency vehicles, as designated by CMS, may be exempt from these goals, but public safety agencies shall make all reasonable efforts to minimize petroleum use when possible in ways that do not adversely impact their mission and the safety of the public.
2. CMS shall collaborate with IEPA, IDOT and DCEO to develop and implement specifications for purchases of hybrid, electric, bio-fuel, and other fuel-efficient and low-emission vehicles, toward the goal of reducing State fleet fuel consumption and emissions and increasing cost efficiency. CMS will maintain data on the carbon emissions of fleet vehicles.

3. Agencies that operate medium- and heavy-duty vehicles shall implement strategies to reduce petroleum consumption and emissions by using verified diesel emission control devices that reduce particulate emissions, hybrid and electric vehicle technologies, alternative fuels, and other fuel efficiency technologies.
- ii. Agencies shall implement strategies to promote the use of bio-fuels in State vehicles.
    1. CMS shall provide a list of E-85 fueling station locations available for use by agency drivers of flex-fuel vehicles in the State fleet.
    2. Agencies shall maintain updated information on E-85 fueling station locations in all applicable agency vehicles.
    3. Employees must use E-85 whenever feasible.
    4. Agencies with diesel vehicles must use a minimum of 5 percent biodiesel blend whenever feasible.
  - iii. Agencies shall implement strategies to reduce the environmental impacts of employee travel.
    1. Equip all agency vehicles with I-PASS transponders to reduce vehicle idling time in toll lines;
    2. Provide secure locations for employees who bike to work to lock bicycles; and
    3. Consider the development of a program to facilitate ride sharing among employees traveling similar routes.
  - iv. Agencies shall evaluate employee travel methods and encourage employees to adopt the following practices to the maximum extent feasible:
    1. Teleconferencing and videoconferencing in lieu of travel;
    2. Utilizing non-motorized transportation, including walking and biking;
    3. Utilizing public transportation, including Amtrak train service; and
    4. Ride sharing and vehicle sharing.

- c. To the maximum extent feasible, CMS and IDOT shall utilize environmentally sensitive practices in vehicle maintenance shops, including, but not limited to, the use of: re-refined oil, retread tires, less toxic solvents and cleaners, and bio-based products. By January 1, 2010, CMS and IDOT shall collaborate on a pilot project for the use of bio-based lubricants and greases in automotive, hydraulic or machinery applications.

**V. Education and Outreach**

- a. CMS, in cooperation with IEPA, DCEO and GGCC, shall develop sustainability training materials for all new agency employees and contractors. Upon receiving a State email account, each new employee and contractor shall receive a copy of the sustainability training materials. Annually, each employee and contractor shall receive the sustainability training materials in conjunction with the required ethics test.
- b. The GGCC shall collaborate with CMS BCCS to develop a Green Illinois Internet portal to serve as a resource for State employees, other public and private sector employees, and all Illinois residents. The portal must provide links to information on State of Illinois sustainability initiatives including, but not limited to: waste prevention, energy efficiency and conservation, green procurement, green building and renovation, water quality and conservation, air quality and opportunities for sustainability project funding and awards.

**VI. Cooperation**

- a. Directors, secretaries, administrators and employees of all agencies shall provide all reasonable cooperation and assistance in fulfilling the provisions of this Executive Order. Such assistance may include the commitment of staff time and the provision of support services.
- b. Agencies shall include information on their progress toward the goals and requirements contained in this Executive Order in their annual sustainability reports submitted to the GGCC in compliance with the Green Governments Illinois Act (20 ILCS 3954/35(c)).

**VII. Participation of Other Entities**

- a. Other entities of government not under the Governor's direct executive authority— including, but not limited to Illinois community colleges, constitutional officers, legislative and judicial branches, local governments and school districts – are encouraged to participate actively in the sustainability initiatives contained in this Executive Order. Nothing in this order shall be construed as purporting to require the cooperation of entities not directly responsible to the Governor.



- b. All eligible entities are encouraged to take advantage of competitive pricing on green products available through State contracts by participating in the Joint Purchasing Program administered by CMS.
- c. The GGCC shall establish and administer a “Sustainable Illinois Community” designation program to recognize annually and support those local governments that have demonstrated leadership in implementing sustainability technologies and practices.

**VIII. Prior Executive Orders**

This Executive Order supersedes any contrary provision of any prior executive order.

**IX. Effective Date**

This Executive Order shall become effective immediately upon its execution.

---

Pat Quinn  
GOVERNOR

Issued by Governor: April 22, 2009

Filed with Secretary of State: April 22, 2009