



United States Department of the Interior

FISH AND WILDLIFE SERVICE
Washington, D.C. 20240



In Reply Refer To:
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Memorandum

To: Service Directorate
Acting Deputy

From: Director *Gregory E. Subanac*

Subject: Electronic Stewardship and Implementation of Duplex Printing

The Department of the Interior (DOI) Electronic Stewardship Implementation Plan is regulated by *Executive Orders 13514 – Federal Leadership in Environmental, Energy, and Economic Performance (EO 13514)* and *Executive Order 13423 – Strengthening Federal Environmental, Energy, and Transportation Management (EO 13423)* which was signed by the President of the United States on October 8, 2009, and January 24, 2007, respectively.

DOIs first commitment to duplex printing occurred with the 2005-2010 DOI-wide mandatory-use Information Technology (IT) hardware contract. The contract included desktop printers and required a mandatory duplex printing option with all printers offered on the contract. Additionally, DOI has a Draft 2011 Strategic Sustainability Performance Plan (SSP Plan), currently under review that addresses the implementation of duplex printing and has implemented a strategic sourcing of copier-based multifunctional Devices that has mandatory-use blanket purchase agreement (BPA). A copy of the BPA can be viewed at the following location on the right hand side of the webpage: (<https://sharepoint.fws.net/Programs/irtm/waivers/pages/IT%20Procurements.aspx>). To access this site, bypass the security certificate page by choosing, **CONTINUE TO THIS WEBSITE (NOT RECOMMENDED)**.

To fulfill electronic stewardship requirements, DOI developed a Sustainability Council Work Group to address implementation of duplex printing across all Bureaus. Information Resources and Technology Management (IRTM) is requesting your support to ensure cooperation among the Service to ensure compliance. We request that your Chief Technology Officers (CTOs) work with their network staff in achieving this requirement in your region or program.

We anticipate future data calls and are requesting the CTOs be available to provide any information needed to report statistics or additional information regarding electronic stewardship be covered by this memo.

If you have any questions or require any additional information regarding this policy initiative, please contact Information Resources and Technology Management (IRTM): Teri Jackson-Hicks at (703) 358-2257, teri_jackson-hicks@fws.gov or Lorraine Miller at (703) 358-2166, lorraine_miller@fws.gov.