



United States Department of Agriculture

Office of the Assistant Secretary for Administration

1400 Independence Avenue SW

Washington, DC 20250-0103

DECISION MEMORANDUM FOR THE ACTING SECRETARY

THROUGH: Bruce Bundick Director Office of the Executive Secretariat

Bruce C. Bundick

OCT 3 2007

FROM: Boyd K. Rutherford Assistant Secretary for Administration

Boyd K. Rutherford

OCT 03 2007

SUBJECT: Request for Acting Secretary's Signature to Accept Invitation to Join the ENERGY STAR *Change a Light, Change the World* Campaign

ISSUE:

In the attached memorandum, dated September 7, 2007, the Secretaries of Energy and Housing and Urban Development and the Administrator of the Environmental Protection Agency ask the Department of Agriculture to participate with them in the ENERGY STAR *Change a Light, Change the World* Campaign and provide the Campaign lead representative.

BACKGROUND:

October is National Energy Awareness month, and as part of the Energy Star *Change a Light, Change the World* Campaign, USDA will incorporate Energy Star's message that replacing a single inefficient light in a home can significantly save both money and energy, while helping to prevent greenhouse gas emissions into our planned efforts for National Energy Awareness month. We have designated Wednesday, October 17, 2007, *USDA Headquarters Energy Awareness Day* and will issue and "Energy Reduction Challenge" in our Headquarters' facilities. On that day, we are asking each employee, at the end of the workday, to turn off and unplug, where appropriate, all energy consuming equipment appropriate for overnight shutdown. This includes computers, monitors, printers, cell phone chargers, copiers and other appropriate equipment.

RECOMMENDATIONS:

I recommend you sign the attachments in support of our campaign participation. Your approval of the Department joining in this worthwhile campaign will help the Federal Government continue its energy reduction efforts and lead by example.

DECISION BY THE ACTING SECRETARY:

Approved:

John Moore for the Secy

Disapproved: _____

Discuss with me: _____

Attachments

DA-03-009

FC: 1010-0103 ASA Gen

APR 10 2007



United States Department of Agriculture

Office of the Secretary
Washington, D.C. 20250

October 3, 2007

The Honorable Alphonso R. Jackson
Secretary
Department of Housing and Urban Development
Washington, D.C. 20410

Dear Secretary Jackson:

Thank you for your September 7, 2007, letter, cosigned by Secretary of Energy Samuel Bodman and Environmental Protection Agency Administrator Stephen Johnson, inviting the Department of Agriculture's (USDA) participation in the ENERGY STAR[®] *Change a Light, Change the World* Campaign. We proudly accept your invitation and fully support this initiative.

As you know, October is National Energy Awareness Month, and as part of this observance, USDA will incorporate the Campaign's message—that replacing a single inefficient light in a home can significantly save both money and energy while helping to prevent greenhouse gas emissions—into our planned activities. We have designated Wednesday, October 17, 2007, as USDA Headquarters Energy Awareness Day and will issue an "Energy Reduction Challenge" in our Headquarters facilities. On that day, we will ask each employee, at the end of the workday, to turn off and unplug all energy-consuming equipment that is appropriate for overnight shutdown, including computers, monitors, printers, cell phone chargers, copiers, and other equipment.

In addition, we have been pleased to join you and other leaders from across the country today in kicking off the ENERGY STAR[®] *Change a Light, Change the World* Campaign through various USDA activities. To facilitate our reaching the Campaign's 20 percent participation goal, USDA will build awareness of the Campaign by issuing a press release; sending telephone and e-mail messages to all employees; distributing a memorandum to all employees; and promoting the Campaign by placing a direct link to its website on our Sustainable Operations website (www.greening.usda.gov).

I have designated Assistant Secretary for Administration Boyd Rutherford as USDA leader for the Campaign, and he will coordinate our efforts with other departments and agencies. Assistant Secretary Rutherford is the USDA Senior Official for Executive Order 13423 and is fully aware of and engaged in our Department's efforts to reduce its energy consumption. He can be reached at (202) 720-3291.

The Honorable Alphonso R. Jackson
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We look forward to joining you in this worthwhile campaign and to helping the Federal Government continue to lead by example. I am sending similar letters to Secretary Bodman and Administrator Johnson.

Again, thank you for writing.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. F. Conner', written in a cursive style.

Charles F. Conner
Acting Secretary



United States Department of Agriculture

Office of the Secretary
Washington, D.C. 20250

October 3, 2007

The Honorable Samuel W. Bodman
Secretary
Department of Energy
Washington, D.C. 20585

Dear Secretary Bodman:

Thank you for your September 7, 2007, letter, cosigned by Secretary of Housing and Urban Development Alphonso Jackson and Environmental Protection Agency Administrator Stephen Johnson, inviting the Department of Agriculture's (USDA) participation in the ENERGY STAR[®] *Change a Light, Change the World* Campaign. We proudly accept your invitation and fully support this initiative.

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The Honorable Samuel W. Bodman
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Charles F. Conner
Acting Secretary



United States Department of Agriculture

Office of the Secretary
Washington, D.C. 20250

October 3, 2007

The Honorable Stephen L. Johnson
Administrator
Environmental Protection Agency
Washington, D.C. 20460

Dear Administrator Johnson:

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