

# What does it mean to be green?

An activity or program is "green" if it is environmentally sustainable. That means conserving resources, keeping used products out of landfills, and reducing greenhouse gasses emitted into the atmosphere.

## Reuse is recycling

One way to be "green" is by recycling. We all try to be "green" by recycling things like plastic water bottles, soda cans, newspapers, and scrap paper. Recyclers of computers and other electronic equipment conserve resources and minimize what is dumped into landfills by extracting usable components and materials, such as gold and silver.

Reuse is also recycling. By extending the useful life of property, reuse keeps products and supplies out of the waste mainstream and reduces greenhouse gas emissions associated with the production and distribution of new items.

GSA set a goal to help agencies achieve a zero environmental footprint. GSA's Personal Property Management Program [PPMP] plays an important role in helping agencies move in that direction.



*One man's trash is another person's treasure. This is the same truck after it was converted from a cargo truck to a fire truck. It typifies what donees do when they acquire surplus property. They paint it and retrofit it to suit their needs.*

## The GSA Personal Property Management Program is a Reuse Program

The Federal Property and Administrative Services Act of 1949 [codified as Title 40 of the United States Code] established GSA and its PPMP to maximize reuse of the government's personal property at its end of life. As such, you could say that the PPMP was created as a "green" program.

## Who in GSA should I contact for help in answering my green disposal questions?

Our network of Area Property Officers [APOs] located throughout the nation should be your first point of contact when seeking assistance in going green with reuse. You can determine the APO serving your geographic area by going to the website: <http://www.gsa.gov/apo>.

For information on the carbon footprint calculator methodology, please email the Office of Personal Property Management at: [ppm@gsa.gov](mailto:ppm@gsa.gov).

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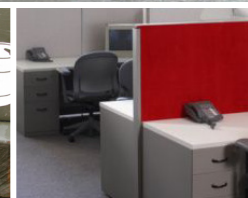


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U.S. General Services Administration

## Helping to Create a Sustainable Environment through the GSA Personal Property Program



# The PPMP offers numerous reuse programs.

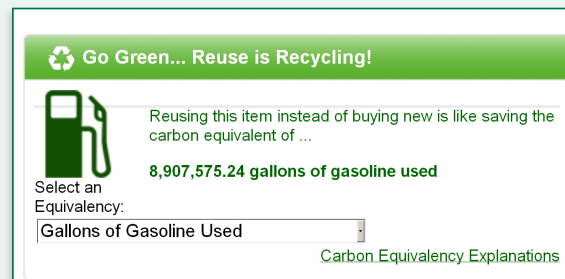
**Utilization Program.** After your agency [you] reports items it no longer needs to GSA, we offer the items as excess property to other Federal agencies, their contractors, and grantees for their use. Generally, excess property is offered for reuse at no cost except for shipping and handling. Federal activities can report, search for [screen], and request excess property for transfer through GSAXcess®, found on the internet at <http://www.gsaccess.gov>.

**Computers for Learning Program.** Prior to screening by Federal agencies, excess computers and other “educationally useful equipment” reported to GSA for screening may be offered for reuse to schools and educational nonprofit organizations. Eligible schools and nonprofits must serve prekindergarten through grade 12. Again, property is transferred at no cost except for shipping and handling. Public and private schools can screen and request your excess computers and related peripheral tools by going to GSA’s Computers for Learning website: <http://www.computersforlearning.gov>. Federal agency transactions for Computers for Learning are all accomplished in GSAXcess®.

**Federal Surplus Personal Property Donation Program.** If the reported items are not needed by Federal activities, they are determined to be surplus to the needs of the government and are available for reuse to public agencies and eligible nonprofit recipients. Property is screened in GSAXcess® and transferred through State Agencies for Surplus Property [SASPs] established in each state, territory, and the District of Columbia, as well as to public airports through the Federal Aviation Administration. Generally, surplus property is offered from the government at no cost to donees except for shipping and handling, and the State Agencies may levy a service and handling charge. To locate your local SASP, visit <http://www.gsa.gov/sasp>.

**Sales Program.** If the reported items are not needed by Federal activities or donees, we offer the property for sale as surplus property to the public. Most sales of surplus and exchange/sale property are conducted on line through <http://www.gsaauctions.gov>. However, we will occasionally conduct live auctions, negotiated sales, sealed bid sales, and fixed price sales. Sales of usable items can also be considered reuse since property is positioned for reuse in the commercial sector.

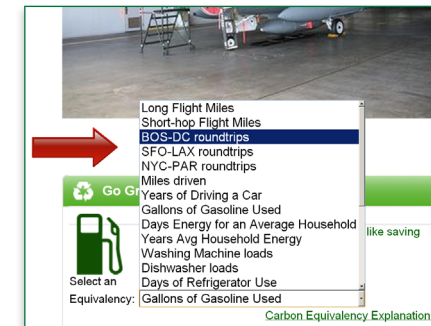
**Internal Screening Program.** The Agency Asset Management System [AAMS] is a module of GSAXcess®. Agencies use AAMS to internally screen for reuse property they no longer require prior to reporting the property to GSA. Although Title 40 requires agencies, as far as practicable, to conduct internal screening, the responsibility for internal screening is not part of GSA’s mission. Unlike our other Property programs that are provided at no cost to our customers, AAMS is offered by GSA to other agencies as a fee-for-service program.



The Property Data Sheet in GSAXcess® shows the carbon footprint equivalency of a specific brand and model of airplane.

# How green are you?

We quantify the environmental benefit of reuse in each of our reuse programs. Each time you report property to us for screening, we process the report through a carbon-footprint calculator to determine grams of carbon saved. We then convert grams of carbon saved to carbon equivalencies to provide a more meaningful savings point of reference. The default equivalency is “Gallons of Gasoline Used.” However, you can choose from any of 23 equivalencies from a dropdown below the photo in each of the systems supporting our reuse programs. Each equivalency is displayed with a symbolic icon such as an ascending airplane for the number of round trips from Boston to Washington, DC. An explanation of the equivalencies is provided as a link below the dropdown.



This drop down menu shows 23 carbon footprint equivalencies.

Beginning with Fiscal Year 2012, we will provide agencies with a semiannual report of grams of carbon they saved in the fiscal year by acquiring excess property or helped save by reporting the property that was transferred or sold.

Additionally, Executive Order 13514, Federal Leadership in Environmental, Energy, and Economic Performance, requires agencies to establish and report a target for agency-wide reductions of Scope 3 greenhouse gas emissions. Carbon savings realized through acquiring excess property in lieu of buying new may assist your agency in meeting this goal.