

# **CHARTER**

## **Department of Veterans Affairs Advisory Council on Sustainable Design/Green Buildings**

- A. **OFFICIAL DESIGNATION:** Department of Veterans Affairs Green Buildings Advisory Council.
- B. **OBJECTIVES AND SCOPE OF ACTIVITIES:** The Green Buildings Advisory Council comprises members from each of the VA Administrations and key Staff Offices to provide advice, coordination, and recommendations related to the implementation of the Memorandum of Understanding (MOU) on Federal Leadership in High Performance and Sustainable Buildings, signed by VA on February 28, 2006. Advisory Council members reflect expertise in the areas relating to the five Guiding Principles of the MOU. The Council operates at and maintains a Department-level focus.
- C. **PERIOD OF TIME NECESSARY FOR THE COUNCIL TO CARRY OUT ITS PURPOSES:** The jurisdiction of the Green Buildings Advisory Council shall be in effect through FY 2012. However, this Charter may be extended as necessary to ensure the sustainability of VA's real property portfolio.
- D. **OFFICIAL TO WHOM THE COUNCIL REPORTS:** The Green Buildings Advisory Council reports to the Assistant Secretary for Management.
- E. **CHAIR PERSON:** The Office of Asset Enterprise Management (OAEM) is charged with chairing the Green Buildings Advisory Council.
- F. **PRIMARY RESPONSIBILITIES:**
1. On behalf of the Assistant Secretary for Management, ensure that the VA Green Buildings Action Plan is implemented throughout the Department.
  2. Review Federal mandates and stewardship initiatives for ensuring the sustainability of VA's real property portfolio, including the MOU on Federal Leadership in High Performance and Sustainable Buildings, and relating environmental laws, regulations, and executive orders.
  3. Review major elements of VA's procedures to address the sustainability/green design of VA-owned or leased facilities, in new construction and existing buildings.
  4. Define buildings, construction, renovation, and operation and maintenance for the purpose of instituting sustainable design processes.
  5. Identify potential funding and personnel resources needed to implement the Green Buildings Action Plan.

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6. Work with the Office of Management to ensure the integration of the MOU Guiding Principles for new construction and renovation projects into the VA capital investment process.
7. Work with OAEM to develop a scorecard for each VA Administration that reflects current status and progress in each of the five MOU principle areas: integrated design, optimize energy performance, protect and conserve water, enhance indoor air/environmental quality, and reduce the impact of building materials.
8. Review the "VA Sustainable Design/Green Buildings Scorecard" to assess progress and areas needing improvement.
9. Report to the Assistant Secretary for Management on the status of the "VA Sustainable Design/Green Buildings Scorecard," and to the Office of the Federal Environmental Executive and Office of Management and Budget on this element of the Environmental Stewardship Scorecard on a semi-annual basis.

G. MEMBERSHIP: The following VA elements will appoint primary and back-up members to serve on the Council. Members serve at the discretion of the identified Department heads.

- Office of Construction & Facilities Management (00CFM)
- Office of Budget (041)
- Office of Asset Enterprise Management (004B)
- Office of Acquisition and Materiel Management (049)
- Office of Human Resources Administration (006)
- Office of Information & Technology (005)
- Veterans Health Administration (10)
- Deputy Under Secretary for Health for Operations & Management (10N)
- Veterans Benefits Administration (20)
- National Cemetery Administration (40)

H. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS: The Green Buildings Advisory Council meets as necessary to perform its functions, but not less than quarterly.

I. TERMINATION DATE: End of FY 2012.

J. DATE CHARTER FILED:

Approved:



Robert J. Henke  
Assistant Secretary for Management

Date: MAR 30 2007