

2020 Sustainability Report and Implementation Plan

National Labor Relations Board
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Executive Summary

The National Labor Relations Board (NLRB) is an independent federal agency that enforces the National Labor Relations Act, which guarantees the right of most private sector employees to organize, to engage in group efforts to improve their wages and working conditions, to determine whether to have unions as their bargaining representatives, to engage in collective bargaining, and to refrain from any of these activities. The agency acts to prevent and remedy unfair labor practices committed by private sector employers and unions.

The NLRB is committed to fostering a clean energy economy and to improving the environment by conducting operations in a sustainable and environmentally responsible manner.

The NLRB, which has 50 offices throughout the United States, continues to reduce its environmental footprint through these strategic priorities:

- Reductions in leased space
- Reduction in fleet vehicles
- Increased employee telecommuting
- Increased use of its electronic case document handling

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Reductions in Leased Space

The NLRB leases all space through the General Services Administration (GSA), which is responsible for locating the NLRB’s offices and for the sustainability requirements of its owned and leased buildings.

The NLRB regularly reviews the space requirements of its headquarters facility and 49 field offices to ensure efficient use of space. Staffing levels and telecommuting participation are factors in determining the appropriate size of office spaces. As much reference material is now online, libraries are being eliminated from new office plans.

The NLRB’s total leased space continues to decrease. In FY2020, total lease space was 716,168 square feet—a total reduction of 65,644 square feet since 2015.

According to the Department of Energy (DOE), an average of 22.5 kilowatt hours of electricity are consumed per square foot in an office building annually. Our leased space reduction since 2015 thus equates to an annual energy savings of approximately 1.5 megawatt hours.

Table of Total Leased Space

Year	Total Leased Space (square feet)	Change from Previous Year
2015	781,812	-7%
2016	740,521	-5%
2017	735,185	-1%
2018	731,869	0%
2019	729,611	0%
2020	716,168	-2%

Increased Use of its Electronic Case Document Handling

The NLRB continues to increase use of the agency’s electronic case document handling system, which eliminates copying and document delivery costs. NLRB has an electronic document program that allows constituents to electronically file documents with the agency, eliminating their printing, postage, and transportation costs.

In FY2019, the NLRB received 58,662 and delivered 3,422 electronic documents to nearly sixty thousand parties. Assuming an average of 5 pages per document, the NLRB’s electronic document transmittal saved:

- 310,000 pages (62,00 reams or 155 tons) of paper
- 3,700 trees and
- 1.7 gigawatt-hours of energy

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Increased Employee Telecommuting

The NLRB continues to increase telecommuting with over 90% of employees able to participate. Most employees telecommute three or more days per week and internal surveys show that employees are happy with the benefits telecommuting provides.

Reduction in Fleet Vehicles and Fuel Usage

The NLRB leases all of its leased vehicles from GSA, which requires that our agency only use low greenhouse gas emission vehicles, such as compact sedans and hybrids.

NLRB fleet vehicle usage is analyzed every year. Vehicles that do not meet the agency's vehicle allocation methodology (VAM) minimums of miles driven, number of trips, or economic justification are returned to GSA.

Because of declining fleet usage, the NLRB's fleet inventory continues to decrease, from 36 vehicles in FY2015 to 14 vehicles in FY2020 - a 61% drop.

Year	Number of Vehicles	Change from Previous Year
2014	34	--
2015	36	6%
2016	36	0%
2017	30	-17%
2018	26	-13%
2019	18	-31%
2020	14	-22%

Fleet fuel usage has also dropped. In FY2018, 4,586 gallons were consumed. In FY2019, this figure was 3,218, which is a decrease of 1,368 gallons or a 29% drop.