

# EXECUTIVE ORDER NO. 18: RESTRICTING THE USE OF BOTTLED WATER AT STATE FACILITIES AND PROMOTING EXECUTIVE AGENCY SUSTAINABILITY

## TIMELINE FOR IMPLEMENTATION

### 2009

#### **MAY**

**May 5:** Governor Paterson signs executive order.

**May 18:** OGS Commissioner Egan communicates with state agency heads concerning the order.

#### **JUNE**

OGS develops materials for state agency use.

State agencies provide OGS with agency contact information.

#### **JULY**

**July 1:** OGS communicates with agency contacts to provide them with additional guidance and informational materials through the website.

State agencies commence process of assessing their facilities and bottled water purchasing practices, and developing their EO 18 compliance plans.

#### **AUGUST – OCTOBER**

OGS to provide additional information and guidance to specific agencies as requested.

State agencies continue to develop their EO 18 compliance plans.

#### **NOVEMBER**

**November 5:** State agencies submit their EO 18 compliance plans to OGS Commissioner c/o the OGS EO 18 Project Team ([EO18.water@ogs.state.ny.us](mailto:EO18.water@ogs.state.ny.us)) on or before this date.

Agency plans are reviewed and implementation efforts proceed.

#### **DECEMBER**

Implementation efforts proceed.

### 2010

#### **JANUARY – FEBRUARY**

Implementation efforts proceed.

OGS communicates with state agencies regarding a change in the reporting schedule. The new reporting date will be on August 1.

#### **APRIL**

OGS communicates with state agencies to remind agencies of the May 1, 2010 deadline to cease bottled water purchases.

#### **MAY**

**May 1:** Agencies eliminate expenditures for bottled water on or before this date, unless otherwise exempted from this obligation by the Executive Chamber.

Implementation efforts proceed.

#### **JUNE**

OGS distributes the reporting tool and communicates with state agencies to provide guidance on developing their EO 18 progress reports.

#### **AUGUST**

**August 1:** State agencies submit their EO 18 compliance plans to OGS Commissioner c/o OGS EO 18 Project Team ([EO18.water@ogs.state.ny.us](mailto:EO18.water@ogs.state.ny.us)) on or before this date.

OGS provides feedback to agencies as required.

Implementation efforts proceed.

#### **SEPTEMBER-DECEMBER**

OGS develops report to the Director of State Operations.

#### **JANUARY**

**January 1:** OGS submits comprehensive report to the Director of State Operation summarizing the efforts and progress achieved by state agencies in fulfilling the objectives and requirements of the order.