

DIVISION OF PARKS AND RECREATION

August 31, 1999

STAFF DIRECTIVE 99-13

TO: Division Staff

FROM: Phil McKnelly 

SUBJECT: Carpooling Statistics

As part of the Department's initiative to implement an Environmental Sustainability Action Plan, each Division has formed an Environmental Sustainability Committee. The Committee serves two purposes:

1. To review and recommend environmentally sustainable initiatives that can be undertaken at the Department level, the Division level, or on an individual level.
2. To track, measure, and report on a quarterly basis the initiatives implemented by either the Department or the Division.

As part of the action items included in phase I of the Department's Environmental Sustainability Action Plan, each Division has been directed to organize in-state travel by carpooling.

At the suggestion of the Committee, the travel logs for all permanently assigned vehicles should be modified according to the attached sample to include information on carpooling. Entries in this column should reflect the number of individuals riding in the vehicle for each trip.

PKM/GSR

Attachment

[illegible]