North Carolina Department of Health and Human Services
Office of the Controller

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Beverly Eaves Perdue, Governor
Albert A. Delia, Acting Secretary

Laketha M. Miller, Controller

July 26, 2012

MEMORANDUM #2013-02

TO: Division/Institution Directors
Division/Institution Budget Officers

FROM: Laketha M. Miller Laketha M. Miller

RE: NC Alternative Fuels Consortium Petroleum Displacement Plan

The Petroleum Displacement Plan will continue through SFY 2015-2016. Information needed for the Plan from each division/institution includes the total number of state titled vehicles that use gasoline, the total number of miles those vehicles were driven, and the total number of gallons of gasoline used.

The reporting form can be found at the link below. This form is only for vehicles titled in your division/institution name. Please complete the column in the Reporting tab for SFY 2011-12. If you do not have any vehicles titled in your division/institution name, please mark the form "**N/A**" and return it to Mary Ngwadom. Do not include any items that are not considered titled vehicles (i.e. lawn mowers, tractors, etc.)

Also, please look at the Fuel Infrastructure tab and make any necessary changes for this State Fiscal Year. In addition, please review the new Efficiency tab. If your division/institution has initiated steps to improve fleet vehicle efficiency, please indicate in the boxes provided. If "yes", please complete the additional information.

This form is due by August 3, 2012. We apologize for the short notice on this request. If you have questions please contact Mary Ngwadom at 919-527-6004.

Web link: http://www.ncdhhs.gov/control/index.htm

CC: Mary Ngwadom