



2009 Carbon Neutral Action Report

Executive Summary

The following describes the Ministry of Forests and Range’s vision and strategic action plan to reduce Greenhouse Gas (GHG) emissions from business operations.

In managing its carbon footprint, the ministry’s goal is to be an effective and innovative steward of B.C.’s forest and range resources while emitting the least possible greenhouse gases. With this vision in mind, the ministry is committed to providing leadership and the innovation required to fulfill our role in meeting the Government of B.C.’s mandate for ministries to be carbon neutral by 2010, and for B.C. to reduce emissions by 33 percent below current levels by 2020.

The ministry has a mandate for the management and conservation of B.C.’s forest and range lands. The ministry continues to examine options for emission reductions during its management of forest and range lands. This will include assessing the GHG implications of both what we do as a business and how we perform these business functions.

Actions Taken to Reduce Greenhouse Gas Emissions in 2009

In 2009, the ministry identified four goals to reduce greenhouse gas emissions. They were:

1. To raise employee awareness and engagement at local levels;
2. To increase energy savings and reduce costs;
3. To reduce GHG emission; and
4. To foster long term, sustainable behaviours at the workplace.

In 2009, the ministry significantly reduced its contribution to GHG emissions by 14.5percent from the previous year. Many factors contributed to the decrease, including reductions in building and fleet emissions, and reduced travel and office supply purchases. The following table represents the breakdown by category, total GHG.

Category	Calendar Year 2008 GHG emissions	Calendar Year 2008 % of Total	Calendar Year 2009 GHG emissions	Calendar Year 2009 % of Total	Calendar Year Decrease (as a %)
Vehicle Fleet	9,385.97	62.5%	9,367.10	72.9%	(0.002)
Buildings	3,203.76	21.3%	1,919.39	14.9%	(40.0)
Business Travel	2,238.81	14.9%	1,384.39	10.7%	(38.1)
Office Supplies	195.06	1.3%	179.60	1.5%	(7.9)
TOTAL	15,023.62	100.0%	12,850.49	100.0%	(14.5)

Plans to Continue Reducing Greenhouse Gas Emissions 2010 – 2012

The main focus for reducing our carbon emissions for 2010 is our vehicle fleet. We will be re-profiling our fleet and surplus as many vehicles as possible. We will coordinate with other resource ministries to gain efficiencies and pool vehicles where appropriate. We will create further awareness amongst staff about opportunities for carbon emission reduction. By fostering environmental sustainability through fleet efficiencies and staff engagement we will succeed in reducing the carbon footprint left by our ministry.



Dana Hayden

Deputy Minister

Ministry of Forests and Range

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Actions Towards Carbon Neutrality

The actions listed below contribute to a reduction in greenhouse gas emissions from sources for which public sector organizations are responsible under the carbon neutral government regulation of the *Greenhouse Gas Reduction Targets Act*.

Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Mobile Fuel Combustion (Fleet and other mobile equipment)							
Vehicle fuel efficiency							
Replace vehicles with more fuel-efficient models	Ongoing/In Progress	5	% of vehicles are fuel- efficient models	No replacements were made in 2009.	As leases expire, fuel-efficient models will be considered.	2007	No End Date (Continuous)
Replace larger vehicles with smaller models according to fleet "right-sizing" principles	Ongoing/In Progress	0	% of vehicles down-sized since start year indicated	No down-sizing occurred in 2009.	As the ministry reviews is fleet in coordination with the ministry downsizing it will see a reduced total fleet.	2007	No End Date (Continuous)
Perform regular fleet maintenance to improve fuel-efficiency	Ongoing/In Progress	100	% of vehicles are subject to regular maintenance for fuel efficiency	All vehicles receive regular maintenance for fuel efficiency.	Ongoing regular maintenance policy.	2007	No End Date (Continuous)
Replace small maintenance vehicles with more fuel-efficient models	Ongoing/In Progress	10	% of small maintenance vehicles are fuel-efficient	No replacements were made in 2009.	Continue to replace fleet with more fuel efficient models.	2007	No End Date (Continuous)
Behaviour change program							
Provide fleet driver training to reduce fuel use	Ongoing/In Progress	10	% of current drivers are trained	Mandatory training program in place.	Supervisors responsible for implementing training program.	2008	No End Date (Continuous)
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	In Development			Policy under development by the ministry fleet coordinator.	The ministry's fleet coordinator will further develop this policy.	2009	2012
Encourage carpooling in fleet vehicles	Ongoing/In Progress			Local offices encourage carpooling where operationally feasible.	Local offices will continue to encourage carpooling, where appropriate.	2008	No End Date (Continuous)
Promote alternatives to fleet vehicle travel where possible (e.g., bicycles, public transit, walking)	In Development			Policy under development by the ministry fleet coordinator.	The ministry's fleet coordinator will further develop this policy.	2009	2012
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Planning/management							
Enrol in a building energy benchmarking program (e.g., GREEN UP)	Ongoing/In Progress			Shared Services BC partnered with the Canada Green Building Council to contribute to an energy benchmarking database for the Green Up initiative. Utility data from eight buildings were included in the initiative.	The ministry's facilities group will work with Shared Services based on goals established.	2009	No End Date (Continuous)
Reduce office space (square meters) per employee	Ongoing/In Progress	60	is the current average rentable square meters per employee	Shared Services BC launched a portfolio-wide building and space rationalization initiative in 2009 to reconcile workspace allocations with government office space standards, and to consolidate customer workspaces where appropriate and available.	The ministry's facilities group will work with Shared Services based on goals established.	2009	2012
Owned buildings							

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)	Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Establish energy performance baseline for owned buildings	Ongoing/In Progress	1 % of owned buildings have an established energy performance baseline	Building level energy performance target setting was identified as one of six key priorities under an Energy Management and conservation Strategy for core government buildings. Shared Services, in partnership with government's service provider for property management (WSI) launched a building level energy performance target setting initiative in December of 2009. The results of this initiative will enable WSI operations and management teams to better monitor energy performance relative to a realistic baseline Building Energy Performance Index (BEPI) goal.	The ministry's facilities section will work with Shared Services based on goals established.	2009	2010
Register for performance labelling/certification for operations and maintenance of owned buildings (e.g., LEED EB:O&M)	Ongoing/In Progress	1 % of owned buildings have operations and maintenance labelling/certification	During the first quarter of 2009, SSBC participated in the LEED Canada 2009 initiative. Eight buildings were selected to participate in a benchmarking exercise. A workshop was also conducted by the Canada Green Building Council, during which participants from BLJC-WSI and SSBC completed a LEED certification gap analysis on selected buildings. In addition, two private sector landlords of buildings where government employees are accommodated have recognized the Province's interest in third party verification of government space. The eight buildings involved in the pilot included 3350 Douglas in Victoria, a building occupied by Citizens' Services staff.	A draft LEED EB-OM attainment strategy has been developed for further review during fiscal 2010/11.	2009	2011
Register for performance labelling/certification for commercial interiors of owned buildings (e.g., LEED CI)	Ongoing/In Progress		Two LEED CI certifications are being pursued at Robson Square in Vancouver. One is for showcase and hosting and one for the Asia Pacific Business Centre.	Other opportunities will be explored as they arise.	2008	2010
Achieve LEED NC Gold certification at a minimum for new construction or major renovations	Ongoing/In Progress		Several owned buildings were considered for LEED certification during the 2009 calendar year, including the Squamish-Lil-Wat Cultural Centre, the CL3 Laboratory at the Abbotsford Agricultural Centre, the Burnaby Youth Justice Services Centre, the Revelstoke Ambulance Station, and the Capital and infrastructure projects at several Correction Centres.	Any new facilities or major renovations will be constructed to achieve LEED Gold certification.	2008	2010
Incorporate integrated design process into new construction or during renovations of owned buildings	Ongoing/In Progress		The inclusion of the Integrated Design Process in procurement documents was piloted during the 2009 calendar on an adhoc basis by Shared Services BC. Process expectations were reviewed and a plan to better incorporate IDP expectations is being considered for future procurement activities.	The integrated design process will be further incorporated into procurement of new building developments as they arise.	2008	2010
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress		SSBC successfully applied for retrofit funding through the Public Sector Energy Conservation Agreement to advance energy efficiency projects at several buildings. It is expected a significant amount of associated greenhouse gas emissions will be diverted as a result of these retrofits.	The ministry does not anticipate any retrofits for 2010.	2008	2010
Leased buildings						
Establish energy performance baseline for leased buildings	Ongoing/In Progress		The same building level energy performance target setting exercise that is being applied to owned buildings is also being rolled out to leased facilities.	The ministry's facilities group will work with Shared Services and WSI with issues related to tenant behaviour.	2009	2010

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Lease space with operations and maintenance performance labelling/certification (e.g., LEED EB:O&M)	Ongoing/In Progress			The known leased spaces where a green building or energy performance label has been sought (lead by landowners) include: 818 Fort Street (BOMA BEST Level 2), 1007 Fort Street (BOMA BEST Level 2), 1405 Douglas (BOMA BEST Level 2), 1802 Douglas (BOMA BEST Level 2), 3350 Douglas (BOMA BEST Level 3), 395 Waterfront (Gatehouse BOMA BEST Level 3), and 800 Johnson (LEED Gold). The following buildings have successfully passed their audits and are awaiting official confirmation of certification by BOMA; the Belmont Building (BOMA BEST Level 2), the Robert Kerr Building (BOMA BEST Level 2) and 3960 Quadra (BOMA BEST Level 3).	Other opportunities will be explored as they arise.	2008	2010
Lease space with commercial interiors performance labelling/certification (e.g., LEED CI)	Ongoing/In Progress			LEED CI certification was registered for one building within SSBC's portfolio (i.e., 976 Meares Street in Victoria).	Other opportunities will be explored as they arise.	2008	2010
Lease space in buildings with new construction performance labelling/certification (e.g., LEED NC)	Complete			LEED certification was pursued in one new and leased building development projects, in Kamloops, occupied by the Ministry of Transportation.	Any new facilities or major renovations will be constructed to achieve LEED Gold certification.	2008	2010
Develop a green lease policy that requires green features to conserve energy be included in all lease negotiations	Complete			A significant amount of government's building portfolio is leased space. SSBC has focused a considerable amount of research and analysis on green lease schedules that are intended to improve performance regarding conservation of energy and water, waste reduction and recycling, and support of green team activities. Schedules have been drafted and are available for use on new leases and lease renewals.		2008	No End Date (Continuous)
IT power management							
Install power management software which shuts down computers outside of regular business hours	Ongoing/In Progress	99	% of computers shut down automatically outside of regular business hours	In 2008, software was applied to all Ministry computers which powers them down outside of regular business hours (unless they cannot be powered down due to critical business needs). The same software was applied to any new workstations acquired in 2009.	Ensure any new workstations acquired between 2010-2012 have power management installed.	2008	No End Date (Continuous)
Implement server virtualization	Ongoing/In Progress			Shared Services BC committed to virtualizing 65% of core government servers of 5 years between 2009 - 2014. As part of this initiative, a number of Ministry servers were virtualized in 2009.	As a best practice, server virtualization will be considered before any additional servers are added to core government's data warehouse.	2009	No End Date (Continuous)
Apply auto-sleep settings on computer monitors and CPUs	Complete	100	% of computers have auto-sleep settings applied	As part of the U2.0 upgrade, workstations had their setting applied so that after 5 minutes of inactivity, all workstation CPU go into sleep mode and each monitor displays a screen saver. After another 5 minutes the monitor goes into sleep mode as well.		2008	2009
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Ongoing/In Progress			The ministry continued to remove stand-alone printers as leases expired.	The ministry's asset group will continue to replace with multi-function devices as copier leases expire and/or require replacing.	2007	No End Date (Continuous)
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	99	% of computers are ENERGY STAR rated	All ministry workstations, computers and monitors were replaced with ENERGY STAR models as part of the Government-wide U2.0 upgrade.	A few workstations that require specialized applications were not replaced during the upgrade. These will be replaced as new versions of the applications become available.	2008	No End Date (Continuous)
Appliances and electronic devices							
Replace other appliances or electronic devices with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress			Where replacements necessary more efficient options are used.	The ministry will continue to replace with more efficient options.	2005	No End Date (Continuous)

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Replace desk lamp incandescent bulbs with compact fluorescent (CFL) bulbs or source more efficient desk lamps for future purchases	Ongoing/In Progress			Where replacements necessary more efficient options are used.	The ministry will continue to replace with more efficient options.	2007	No End Date (Continuous)
Behaviour change program							
Provide tips to staff on saving energy in the office while working outside of regular business hours	Ongoing/In Progress			Local offices provide tips to staff for not just the office or while doing field work but also for at home.	Local Green teams will continue to promote tips to staff through various communication strategies.	2007	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Local offices are promoting to varying degrees through messages and stickers.	Green Teams will continue to promote this initiative.	2007	No End Date (Continuous)
Promote hot water conservation	Ongoing/In Progress			Local offices promote the conservation of hot water by educating staff through awareness, posters, websites.	Local Green teams will continue though promote by education and awareness.	2007	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 30% post-consumer recycled paper	Ongoing/In Progress	25	% of total paper purchased contains 30% recycled content	Reduced overall office paper usage by 12.4% in 2009 vs. 2008 and usage of virgin paper (0% recycled content) by 26.8% while increasing the usage of 30% recycled content paper by 3.1%	The executive will continue to encourage the purchasing of recycled content paper products.	2007	No End Date (Continuous)
Purchase 100% post-consumer recycled paper	Ongoing/In Progress			Increased the usage of 100% recycled content office paper by almost 200% while reducing overall office paper usage by 12.4% in 2009 vs. 2008.	The executive will continue to encourage the purchasing of recycled content paper products.	2007	No End Date (Continuous)
Printer/document settings							
Switch networked printers and photocopiers to automatic double-sided	Ongoing/In Progress	100	% of network printers or photocopiers are set to automatic double-sided	Printers all set to default to double-sided.	As printers are replaced, the default setting will be set up to automatically print double-sided.	2009	No End Date (Continuous)
Electronic media in place of paper							
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Ongoing/In Progress			U2 refresh project included the installation of software for electronic editing.	Staff will be encouraged by their managers and supervisors to educate themselves in this type of software.	2008	No End Date (Continuous)
Post materials online that were previously printed	Ongoing/In Progress			Many locations have instituted the practice of posting reports and other materials to various website locations and have ceased with formal printing of materials.	Ministry executive will be encouraging this as a best practice.	2007	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Complete			Default is for electronic pay stubs.		2006	2009
Behaviour change program							
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Ongoing/In Progress	10	% of staff currently have received collaborative software training	Staff were encouraged to educate themselves in this area as more meetings were held via emerging technologies.	The executive will continue to encourage staff to become proficient with these types of software	2008	no End Date (Continuous)
Business Travel							
Policy and budgeting							
Create a low-carbon travel policy or travel reduction goal	Ongoing/In Progress	100	% of staff use Smarttec when submitting expense claims	Internal audits conducted by Finance and Management Services Branch to ensure Smarttec completion compliance.	Finance and Management Services Branch will continue to monitor and audit on Smarttec compliance.	2009	No End Date (Continuous)
Virtual meeting technology							

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	Complete	100	% of computers have web-conferencing software installed	All workstations have software installed as part of the U2 Refresh project.		2008	2009
Make desktop web-cameras available to staff	Ongoing/In Progress			Increased availability of technology was made available to staff.	Where appropriate desktop web-camera equipment will be purchased.	2008	No End Date (Continuous)
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	Ongoing/In Progress			The ministry executive encouraged more staff to use video-conferencing.	The ministry executive will continue to encourage the use of this type of technology.	2008	No End Date (Continuous)
Behaviour change program							
Train staff in video-conferencing or provide technical support for video-conferencing set-up	Ongoing/In Progress			Staff who are trained in video-conferencing are able to assist those staff who require assistance to use this technology.	The practice of video-conferencing will continue to be endorsed by executive.	2008	No End Date (Continuous)
Encourage staff to consider virtual attendance/presentation at events where possible	Ongoing/In Progress			Staff were encourage to consider virtual attendance/presentation at meetings when possible.	The ministry's executive will continue to encourage virtual attendance at meetings.	2008	No End Date (Continuous)
Encourage carpooling to meetings	Ongoing/In Progress			Staff were encouraged when possible to carpool to meetings.	The ministry executive will continue to encourage carpooling when it is feasible.	2007	No End Date (Continuous)
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	Ongoing/In Progress			Staff were encourage to use alternative travel to meetings when appropriate.	The ministry's executive will continue to encourage alternative travel where feasible.	2008	No End Date (Continuous)

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Actions to Reduce Provincial Emissions and Improve Sustainability

The actions listed below contribute to a reduction in greenhouse gas emissions from sources that fall outside of the reporting requirements defined in the carbon neutral government regulation of the *Greenhouse Gas Reduction Targets Act*. Public sector organizations can optionally use this section to report on actions that will help British Columbia meet its provincial greenhouse gas reduction targets, engage the public, and improve environmental sustainability across all aspects of their organization.

Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Education, Awareness, and Engagement							
Team-building							
Create Green, Sustainability, Energy Conservation, or Climate Action Teams with executive endorsement	Ongoing/In Progress	92	% of local offices have identified Green Team Champions.	Green Team Champions increased by 2% from previous year.	To have highly functioning green teams at all locations.	2007	No End Date (Continuous)
Awards/Recognition							
Establish a sustainability/green awards or recognition program	Ongoing/In Progress			At several local offices green awards have been introduced, including Flatten-A-Can-Friday, Earth Day Energy Challenge and promoting BC Hydro's Power Smart Program.	Executive will encourage all offices to participate green awards recognition programs.	2007	No End Date (Continuous)
Staff Professional Development							
Support green professional development (e.g., workshops, conferences, training)	Ongoing/In Progress			Staff are encouraged to participate and become involved in sustainable practices and building 'green culture'.	Executive will encourage an increase to the number of offices and staff that are active participants in Green Team activities.	2007	No End Date (Continuous)
Include green options in employee performance measurement system	Ongoing/In Progress			Staff and supervisors are able to include green options though the employee performance development program.	Supervisors will encourage staff who have interest to include in the annual performance plans.	2007	No End Date (Continuous)
Staff awareness/education							
Provide education to staff about the science of climate change	Ongoing/In Progress	35	Tele-seminars have been offered on the science of climate change	21 Tele-seminar were organized and offered to increase staff education on the science of climate change.	The ministry's climate change section will continue the ongoing use of medium to educate staff.	2007	No End Date (Continuous)
Provide education to staff about the conservation of water, energy, and raw materials	Ongoing/In Progress			Ongoing use of local intranet sites and posting of posters at various locations	The ministry's climate change section will continue the ongoing use of medium to educate staff.	2007	No End Date (Continuous)
Provide green tips on staff website or in newsletters	Ongoing/In Progress			Information on green tips provided on many local area websites and newsletters, encouraging ideas to be shared by not just green team members but all staff.	The ministry will continue the ongoing use of medium to educate staff.	2007	No End Date (Continuous)
Other Sustainability Actions							
Water conservation							
Establish a water conservation strategy which includes a plan or policy for replacing water fixtures with efficient models	Ongoing/In Progress			Shared Services BC's Technical Standards require water efficient fixtures when new developments and major tenant improvements are undertaken in owned government facilities.	The ministry's facilities section will work with SSBC on this initiative.	2009	2012
Put in place a potable water management strategy to reduce potable water demand of building-level uses such as cooling tower equipment, toilet fixtures, etc. and landscape features	Complete			Potable water management by SSBC is done on a case by case basis to meet both customer programming needs and required codes and standards.		2007	No End Date (Continuous)
Introduce a storm water management landscape strategy (e.g., vegetated roofs, permeable paving, rain gardens, bioswales)	Complete			Storm water management is considered on a case by case basis when determining the building site an systems design from a whole buildings perspective.		2007	No End Date (Continuous)
Waste reduction/diversion							

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)	Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Put in place an operations policy to facilitate the reduction and diversion of building occupant waste from landfills or incineration facilities	Complete		Shared Services BC lead the development of a solid waste reduction program in 2009.	The ministry's facilities section will work with SSBC on this initiative.	2007	No End Date (Continuous)
Implement a hazardous waste reduction and disposal strategy	Complete		Hazardous waste reduction and disposal is managed by Shared services BC in accordance with strict laws and regulations.		2008	No End Date (Continuous)
Procurement (non-paper supplies)						
Implement sustainable purchasing program for cleaning products, disposable paper products and trash bags	Complete		In 2009, Shared Services BC's outsource services contractor for property management - WSI, issued a new janitorial contract that specified the usage of Green Seal and/or Ecologo products. Performance is audited by WSI.		2004	No End Date (Continuous)
Building construction, renovation, and leasing						
Establish a policy to reuse materials where possible and divert construction and demolition debris from landfills and incineration facilities	Complete		Under it's Master Services Agreement with WSI, Shared Services BC requires that 80% of waste be diverted from landfills on projects over \$80K in the Lower Mainland and Southern Vancouver Island where diversion facilities are available.		2007	No End Date (Continuous)
Incorporate lifecycle costing into new construction or renovations	Complete		Shared Services BC's Technical Standards are based on lifecycle costing. All major projects where the Technical Standards are applied (e.g. Major tenant improvements and new construction) have been considered under a lifecycle costing model.		2007	No End Date (Continuous)
Indoor air quality						
Enforce a scent-free policy (e.g., no strong perfumes, deodorants, etc.)	Ongoing/In Progress		Individual offices have instituted scent-free policy.	Continue to support the local offices implementation of scent-free policy.	2007	No End Date (Continuous)
Incorporate low volatile organic compounds (VOCs) standards into procurement policy for products such as paints, carpets, and furniture	Complete		Shared Services BC's Technical Standards include consideration for reducing volatile organic compounds. Also, VOC's have been considered for all projects where LEED certification has been pursued.		2007	No End Date (Continuous)
Commuting to and from home						
Introduce telework/work from home policy	In Development		Shared Services BC conducted a study on the potential for an implications of a significant and mandated teleworking strategy. While more research is needed, while environmental impacts associated with transportation to and from work were assumed to be reduced, the potential net reduction in carbon emissions was inconclusive, as was the impact on the quality of program delivery to the public by various ministry customers.	The ministry will continue to monitor research that is provided.	2009	2011
Offer staff a compressed work week	Ongoing/In Progress		Individuals are able to work with individual supervisors and managers.	Supervisors will continue to support staff where appropriate.	2008	No End Date (Continuous)
Encourage commuting by foot, bicycle, carpool or public transit	Ongoing/In Progress		Green Teams promote options on commuting by means other than individual vehicles, including cycling, foot, transit or carpooling.	Green Teams will continue to promote green modes of commuting.	2007	2010

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Provide shower or locker facilities for staff/students who commute by foot or by bicycle	Ongoing/In Progress		Although not a requirement, the provision of showers and locker facilities is a consideration of providing accommodations to ministry customers by Shared Services BC. Tenant improvements associated with the addition of showers and locker facilities that are requested and funded by Ministry customers will be reasonably considered by Shared Services where they can be provided.	The ministry facilities section will continue to consider when planning any tenant improvements.	2007	No End Date (Continuous)
Provide secure bicycle storage	Ongoing/In Progress		Although not a requirement, the provision of showers and bike locking facilities is a consideration of providing accommodations to ministry customers by Shared Services BC. Tenant improvements associated with the addition of bike storage equipment that is requested and funded by Ministry customers will be reasonably considered by Shared Services where they can be provided.	The ministry facilities section will continue to consider when planning any tenant improvements.	2007	No End Date (Continuous)