

Camosun College - 2009 Carbon Neutral Action Report

Executive Summary

In 2009 Camosun College continued its planning and tactics to reduce greenhouse gas (GHG) emissions from its sizeable operations across two campuses in Victoria, BC. This year marked the first full operating year of our new LEED Gold building, the Pacific Institute for Sport Excellence. Camosun continued its partnership with BC Hydro (BCH) in reducing energy consumption in the third year of the Energy Management project. Camosun enrolled the Interurban campus in the BCH Continuous Optimization program to ensure ongoing efficiency of existing operations. We started implementing the Public Sector Energy Conservation Agreement- (PSECA) funded Interurban energy project, resulting in significant reduction of annual CO₂ emissions. By ensuring that energy efficiency and sustainability criteria are built into every RFP/tender initiative, a number of new contracts awarded this year have resulted in replacing equipment with new Energy Star-rated gear. Greater engagement/interest within all schools/departments at the college is helping to develop a conservation culture at Camosun. A Transportation and Parking Management project has begun to address sustainability issues in this area.

Overviews

Actions Taken to Reduce Greenhouse Gas Emissions in 2009

Actions taken to reduce direct emissions from fuel consumption included reducing the Camosun fleet size, and purchasing an electric vehicle. The Transportation and Parking Management project will encourage use of alternate forms of transportation, advocate for better provisioning of public transit, and seek to address other transportation issues for students and employees.

GHG emission reductions through actions taken in the Energy Management program amounted to about 400 tonnes in 2009, and are expected to more than double with the implementation of the PSECA-funded Interurban Energy Study project.

Actions taken to reduce the consumption of paper and other goods and services include the use of 100% recycled paper; increasing the use of online activities; the use of green products in our operations; and procurement of "cradle to cradle" goods in our purchasing practices.

Other actions taken to reduce GHG emissions and promote sustainability have included improved/expanded recycling measures; expanded composting; and the application of "triple bottom line" evaluation into vendor tender/RFP responses.

Plans to Continue Reducing Greenhouse Gas Emissions 2010-2012

Camosun College continues to add sustainable business practices into our operations, from expanded recycling programs to investigations into the possibility of producing bio-diesel on campus using inputs from campus operations (cafeteria waste oil and grease) for use in Camosun diesel vehicles. Meeting the requirements for LEED Gold status

qualification for Camosun's latest building, the Pacific Institute for Sport Excellence, continues in 2010 through such actions as LEED-commissioned training for PISE building operators.

As a Power Smart partner, Camosun will continue its partnership with BCH in further developing its energy management program by entering into a fourth consecutive year of the Energy Management project. Camosun completed a comprehensive energy study of its second campus (Lansdowne) in 2009, which will form the basis of a proposal for funding approval from the Public Sector Energy Conservation Agreement (PSECA). If implemented, this project will result in a significant reduction of CO₂ emissions. Energy awareness activities will continue in 2010, and we will continue to develop energy management and sustainability criteria in procurement practices. The Transportation and Parking Management project will encourage use of alternate forms of transportation, including the establishment of the "Bike to Camosun Network," an initiative aimed at encouraging cycling to work. Camosun has purchased and implemented full videoconferencing capability between campuses to reduce the amount of intercampus travel for meetings. Completion of the PSECA funded Interurban Energy Study project is expected to result in CO₂ emission reductions of over 600 tonnes. Professional development and training will be supported via targeted energy opportunity training for maintenance staff and through attendance at training sessions and education series.

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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			One older vehicle (1980 truck) was removed from the fleet One older full size van (1984) was replaced with a 2007 van	As vehicles require replacement, more fuel efficient and where appropriate smaller vehicles are considered .	2007	No End Date (Continuous)
Replace larger vehicles with smaller models according to fleet "right-sizing" principles	Complete			Current fleet is "right sized" according to use.	As needs change or fleer ages consideration to right sizing fleet will continue.	2006	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.	Ongoing regular vehicle maintenance for all vehicles	2009	No End Date (Continuous)
Replace small maintenance vehicles with more fuel-efficient models	Ongoing/In Progress	75	% of small maintenance vehicles are fuel-efficient	Regular fuel grounds vehicle was replaced with an electric gator	As vehicles require replacement, more fuel efficient models are considered .	2006	No End Date (Continuous)
Behaviour change program							
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	Complete			Anti-idling signage completed on loading docks at both campuses.		2009	2010
Promote alternatives to fleet vehicle travel where possible (e.g., bicycles, public transit, walking)	Ongoing/In Progress			Electric golf carts are used at one campus for custodial & maintenance on-campus travel. Where practice supplier delivery of parts and equipment is used to reduce fleet vehicle trips to suppliers	Further ideas on reducing fleet vehicle travel will be examined	2008	No End Date (Continuous)
Other Mobile Fuel Combustion Actions							
Increase use of bio-diesel in operations vehicles & equipment	In Development				Production of bio-diesel on campus using campus cafeteria fat & grease waste products is being developed and funding has been secured. Generated bio-diesel will be used in grounds maintenance equipment & vehicles.	2009	2010
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Planning/management							
Enrol in a building energy benchmarking program (e.g., GREEN UP)	Ongoing/In Progress			Camosun entered into a 3rd consecutive year of the BC Hydro sponsored Energy Manager program. Energy benchmarking and performance tracking forms part of this program	2010: complete 3rd year and aim to continue partnership with BC Hydro with a 4th year of the energy manager program.	2007	2012
Reduce office space (square meters) per employee	Ongoing/In Progress			A Space Mining committee was established to explore maximizing the utilization of existing general purpose classroom space, labs and faculty office spaces	Continue the work of the Space Mining committee to maximize space use. Mandate of committee may be expanded to consider all space.	2009	No End Date (Continuous)
Install a real time metering system (e.g. Pulse, Reliable Controls, Houle Controls)	Complete	100	% of buildings have a real time metering system installed	Individual building meters were installed in all Camosun buildings.	2010: Pulse meters have been installed in 5 major buidlings on one campus under the BC Hydro sponsored Continuous Optimization program. Meters are for both electricity and gas.	2008	2010
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	Complete	100	% of owned buildings have an established energy performance baseline	The Energy Manager program initiated an Energy Charter which established 2005 as the baseline year for measuring energy performance and the success of all energy reduction initiatives.	Continue to draw comparison to the baseline year to measure ongoing energy performance.	2007	2009
Achieve LEED NC Gold certification at a minimum for new construction or major renovations	Ongoing/In Progress	2	% of owned buildings are certified LEED NC Gold or LEED NC Platinum	Camosun's newest building, The Pacific Institute for Sport Excellence (PISE), has been constructed to LEED Gold.	2010: Complete LEED Gold application for PISE All new construction of commercial buildings will be to LEED gold standards	2008	No End Date (Continuous)
Incorporate integrated design process into new construction or during renovations of owned buildings	Ongoing/In Progress	2	% of buildings built or renovated since start year indicated used the integrated design process	Integrated design process was used in the construction of PISE	All new construction of commercial buildings will use the integrated design process	2005	No End Date (Continuous)
Incorporate a refrigerant management strategy into regular building management/maintenance to reduce fugitive emissions	Ongoing/In Progress			Refridgeration systems are upgraded on an ongoing basis to newer less harmful refrigerants.	Continuation of upgrades & replacement of outdated equipment where applicable.	2003	No End Date (Continuous)
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress	70	% of owned buildings have undergone energy retrofits since start year indicated	Implementation of the Energy Study for all buildings on Interurban campus was started in 2009.	2010: Complete implementation of the Energy Study for all buildings on Interurban campus. 2010-2011: Seek funding for implementation of Energy Study undertaken for Lansdowne campus.	2009	2012
Retrofitting owned buildings							
Upgrade mechanical systems (heating, cooling, ventilation) during retrofits	Ongoing/In Progress	75	% of retrofits (captured above) had heating, cooling, and ventilation systems upgrades	Implementation of above captured Energy Study for all buildings on Interurban campus included multiple boiler replacements, switchign to heat pumps, expansion of DDC controls, commissioning, implemtation of solar energy, recirculation of exhaust heat.	2010: Complete implentation of mechanical systems upgrade portion of Energy Study. 2010-2011: Seek funding for implementation of mechanical systems upgrades in Energy Study undertaken for Lansdowne campus.	2009	2012
Upgrade lighting systems during retrofits	Ongoing/In Progress	100	% of retrofits (captured above) had lighting systems upgrades	Implementation of above captured Energy Study for Interurban campus included lighting upgrades for all buildings.	2010: Complete implentation of lighting systems upgrade portion of Energy Study. 2010-2011: Seek funding for implementation of lighting systems upgrades in Energy Study undertaken for Lansdowne campus.	2009	2012
Upgrade/adjust control systems during retrofits	Ongoing/In Progress	30	% of retrofits (captured above) had control system upgrades or adjustments	Implementation of above captured Energy Study for all buildings on Interurban campus included expansion of DDC control & , commissioning.	2010: Complete implentation of contols systems upgrade portion of Energy Study. 2010-2011: Seek funding for implementation of controls systems upgrades in Energy Study undertaken for Lansdowne campus. Enrollment in Continuous Optimizatino program will likely also result in controls strategy & maintenance adjustments.	2009	2012
Improve building insulation (including windows) during retrofits	Ongoing/In Progress	5	% of retrofits (captured above) had insulation improvements	Implementation of above captured Energy Study for all buildings on Interurban campus included mechanical & architectural insulation upgrades and door & window sealing.	2010: Complete implentation of insultation improvements portion of Energy Study. 2010-2011: Seek funding for implementation of insulation improvements portions in Energy Study undertaken for Lansdowne campus.	2009	2012
Install an on-site renewable energy demonstration project	In Development			Discussions regarding a solar renewal energy demonstartion project were started and plans developed. This will be a learning tool for trades students as well as a demonstration project for students, faculty, staff & visitors. The project is developed in cooperation with Industry Canada.	2010-2011: Complete instalation and implementatino of solar renewal energy demonstration project.	2009	2011
IT power management							

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Install power management software which shuts down computers outside of regular business hours	Ongoing/In Progress			Purchased licenses for Faronics Power Save software	Implement Faronics Power Save software on all computers	2009	2010
Implement server virtualization	Ongoing/In Progress			Fourty-five college servers are "virtual" on two pieces of hardware.	Default for new servers is to virtualize unless specific requirements demand hardware	2006	No End Date (Continuous)
Apply auto-sleep settings on computer monitors and CPUs	Complete	100	% of computers have auto-sleep settings applied	Application of auto-sleep settings to all PCs were completed in 2009	All new PCs will have auto-sleep settings applied.	2007	2009
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Complete			Camosun has 234 active print devices - 81 multi-function devices; 153 stand alone printers. Not included in this count are handfull of stand-alone faxes where MFDs were not appropriate		2004	2009
Apply auto-sleep settings on printers, copiers, fax machines, and/or multi-function devices	Complete	90	% of devices have auto-sleep settings applied	All MFDs are set to sleep after 15 min of non-use. The stand alone printers(Kyocera Mita) automatically power down to sleep mode after short period of inactivity		2004	2009
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	100	% of computers are ENERGY STAR rated	All new computers purchased in 2009 were ENERGY STAR rated.	All future replacement computers will be ENERGY STAR rated.	2004	No End Date (Continuous)
Appliances and electronic devices							
Replace refrigerators with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress			All new equipment purchases have been Energy Star where applicable.	Source Energy Star models for future purchases where applicable.	2008	No End Date (Continuous)
Replace other appliances or electronic devices with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress	57	% of printers and MFDs replaced with ENERGY STAR modles	135 new energy star printers and MFDs (multi-function devices - copier/fax/printer) have replaced older devices this year.	A further 50-100 printers will be replaced with energy star rated printers within the next 3 years.	2004	No End Date (Continuous)
Replace desk lamp incandescent bulbs with compact fluorescent (CFL) bulbs or source more efficient desk lamps for future purchases	Complete			All new desk lamps purchased in 2009 were outfitted with CFLs	Future procurement of desk lamps will be outfitted with CFLs	2003	No End Date (Continuous)
Behaviour change program							
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress			A focussed "turn-it-off" campaign was launched in 2008. In 2009 evening staff regularly document equipment left on. A report format (non-utility metrics) has been developed to communicate to staff and encourage improvement.	2010: Distribute non-utility metrics report to end users to encourgae turning off of equipment at the end of the day.	2008	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Turn-it -off stickers and Energy Management posters have been distriubuted throughout both campuses.	Ongoing messaging of reminders to turn-it-off	2008	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 100% post-consumer recycled paper	Complete	95	% of total paper purchased contains 100% recycled content	Camosun has been ordering 100% recycled paper for use in all printers and copiers since 2006. Lesser recycle content is used occasionally when moisture levels make 100% jam in copiers and printers	An alternate brand of 100% recycled is being tried - we hope will eliminatethe need to bring in lesser content recycled.	2006	2011
Printer/document settings							
Switch networked printers and photocopiers to automatic double-sided	Ongoing/In Progress	54	% of network printers or photocopiers are set to automatic double-sided	135 new printers and MFDs(Multi-function devices) set to default to double-sided. 100 older devices double-side but cannot be set to default to d/s without problems	Approx. 25 older machines will be replaced with newer models and these will be set to default to double-sided.	2009	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
Electronic media in place of paper						
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Ongoing/In Progress		Most editing is done on line.	Running a Sharepoint Pilot 2010 Fall timeframe.	2010	2011
Use electronic document library for filing common documents	Ongoing/In Progress		Most large documents are filed electronically	Increase file storage space for staff	2002	No End Date (Continuous)
Post materials online that were previously printed	Ongoing/In Progress		Additional department news letters were distributed electronically.	Continue to expand use of on-line distribution of materials	2008	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Complete		Electronic payroll notificatin program rolled out to all staff		2008	2009
Behaviour change program						
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development			Running a Sharepoint Pilot 2010 Fall timeframe	2010	2011
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	Ongoing/In Progress		This process has been implemented for high attendance meetings	Encourage paperless meetings and use of electronic distribution of information for all meetings & presentations.	2007	No End Date (Continuous)
Encourage re-use of scrap paper	Ongoing/In Progress		The printshop makes pads from collected single sided paper. Pads are distributed to college departments.	This practice is planned to continue.	1990	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
Business Travel						
Policy and budgeting						
Create a low-carbon travel policy or travel reduction goal	Ongoing/In Progress		Intercampus/local travel has been identified as opportunity for reduction to meet objectives of the TPM plan. This travel is tracked and options for alternate modes of local travel have been researched.	Set targets for reduced intercampus travel and implement strategies from the TPM plan.	2009	2012
Virtual meeting technology						
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	In Development			Implementation of web conferencing software is being evaluated	2010	2011
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	Complete	100	% of meeting rooms have access to video-conferencing equipment	Mobile video conferencing equipment is available for use in any meeting room.	2009	2010
Behaviour change program						
Train staff in video-conferencing or provide technical support for video-conferencing set-up	Ongoing/In Progress			Key IT and AV staff have been trained in video conferencing support set up	Evaluate if additional training is required.	2009 2010
Encourage carpooling to meetings	In Development			Reviewed and revised the definition of carpooling. Tracking/baseline for intercampus travel will be complete by March 31, 2010.	Promote and encourage carpooling. Monitor the number of carpoolers.	2009 No End Date (Continuous)
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	In Development			Alternatives to travel between campuses have been reviewed.	Offer convenient reliable alternatives to travel between campuses, promote alternate ways of attending meetings on campus	2009 No End Date (Continuous)
Education, Awareness, and Engagement						
Team-building						
Create Green, Sustainability, Energy Conservation, or Climate Action Teams with executive endorsement	Ongoing/In Progress			A number of teams associated with the college's Energy Management Project have been formed: Energy Team - cross College representation to support the goals of the Energy Management project and develop a culture of conservation. Energy Management Steering Committee - an oversight committee to guide the Energy Management Project. Energy Management Team - the team charged with implementing the Energy Management Project. Volunteers to support energy conservation - multiple volunteers (Energy Champions) across the college participate in monitoring energy use in their areas and disseminate energy use information. Steering committee and working groups to address sustainable transportation and energy management have been defined.	2010 - 2012: Undertake a review of all existing sustainability focussed teams and initiatives on campus and develop a framework that achieves coordination of efforts	2007 2012

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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
Provide resources and/or dedicated staff to support teams	In Development			Provision of resources to support teams is currently being evaluated.	2010	2012
Providing behaviour change education/training to teams (e.g., community-based social marketing)	In Development			Availability of resources to organize & deliver this trainign is being explored.	2010	2012
Staff Professional Development						
Support green professional development (e.g., workshops, conferences, training)	Ongoing/In Progress		College Maintenance, Supervisory & Management staff have attended training seminars & education series related to Energy Management.	The College supports ongoing training of staff.	2006	No End Date (Continuous)
Staff awareness/education						
Provide green tips on staff website or in newsletters	Ongoing/In Progress		Tips and FAQ'a are listed on the Camosun Green\Energy Management website.	Continue to update these sites	2008	No End Date (Continuous)
Provide sustainability education during new staff orientation	Complete		New staff orientations included education about sustainability activities undertaken at Camosun College.	Sustainability is planned to continue to be a part of the new employee orientation activities	2008	No End Date (Continuous)
Client/public awareness/education						
Provide green tips on client/public website or in newsletters	Ongoing/In Progress		Tips and FAQ'a are listed on the Camosun Green\Energy Management website.	Continue to update these sites	2008	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		All showerheads are low flow heads. Water fixtures are replaced with water efficient models on life cycle replacement.	Consider developing a policy and plan to proactively replace water fixtures.	1993	No End Date (Continuous)
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	Ongoing/In Progress		Use of drought tolerant & native species in landscaping, use of drip & micro irrigation systems, selective lawn irrigation to high priority areas only. Replacement of toilet fixtures is done with low flow fixtures	Continue to look for oppourtunities to reduce building level potable water demand	1993	No End Date (Continuous)
Introduce a stormwater management landscape strategy (e.g., vegetated roofs, permeable paving, rain gardens, bioswales)	Ongoing/In Progress		Permeable (gravel) parking lots exist on both campuses. Interurban has a bioswale.	Introduce stromwater management landscape strategies where applicable	1990	No End Date (Continuous)
Waste reduction/diversion						
Put in place an operations policy to facilitate the reduction and diversion of building occupant waste from landfills or incineration facilities	Ongoing/In Progress		Waste reduction and diversion programs continue to expand and develop. Composting & CFL/fluorescent tube recycling programs were expanded. Existing recycling programs were exanded to include transparencies and CDs/DVDs. E-waste is diverted separately	2010: Develop plan for diversion of wood waste from landfill As technologies and practices change we adjust our practices	1999	No End Date (Continuous)
Implement a hazardous waste reduction and disposal strategy	Complete		The hazardous waste reduction & disposal strategy is in place with the occupational health & safety officer		2002	
Procurement (non-paper supplies)						
Incorporate minimum recycled content standards into procurement policy for consumable, non-paper supplies (e.g., writing instruments, binders, toner cartridges, etc.)	In Development		With our agreement with our supplier, they have created a "green" list of office supply consumable items to pick from, but there is no minimum recycled content listed.	In agreement with office supplies company include creation of a "green" list of office supply consumable items to pick from. Listing of mininum recycled content is considered.	2010	2012

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Establish green standards for goods that are replaced infrequently and/or may require capital funds to purchase (e.g., office furniture, carpeting, etc.)	Ongoing/In Progress			Our current RFP for furniture includes a large (19%) energy/green component as part of the evaluation and all products selected have their own green standards for manufacturing, packaging and shipping.	Consider including the energy/green component into other applicable areas of purchasing	2008	No End Date (Continuous)
Implement sustainable purchasing program for cleaning products, disposable paper products and trash bags	Ongoing/In Progress			Certified green cleaning products used in custodial services. Use of microfibre cloths eliminates need for chemicals.	Trashbags are eliminated where possible (eg paper recycling). some garbage cans etc). As technologies and practices change we adjust our practices	2000	No End Date (Continuous)
Require a minimum purchase of sustainable, and organic food and beverages supplied by contracted food suppliers or caterers	Complete			Purchases were made as per contract specifications which require the food services provider to supply sustainable & organic foods.	Measure and report on the purchase of sustainable and organic food and beverages.	2008	No End Date (Continuous)
Indoor air quality							
Enforce a scent-free policy (e.g., no strong perfumes, deodorants, etc.)	Ongoing/In Progress			Scent free handsoaps are use throughout our facilities. Use of deodorizers in custodial have been eliminated.	Continue to evaluate other opportunities for elimination of scented products	2008	No End Date (Continuous)
Incorporate low volatile organic compounds (VOCs) standards into procurement policy for products such as paints, carpets, and furniture	Complete			Practice of purchasing low VOC products (paints, carpets, furniture) in place well before 2009. In 2009 Camosun participated in the "Cool Carpets" program. All carpet replacement was provided by a supplier who was able to provide third party certification by an independent organization that the "Cool Carpet" projects cover all of the CO2 emissions associated with the life cycle of the carpet sold. In additin all old carpet was recycled.	Continue the practice of aplying College materials & finishes standards to maintenance & renovations. Continue with the Cool Carpets program as well as reviewing other programs that promote sustianability and low VOCs in renovation projects.	2003	No End Date (Continuous)
Commuting to and from home							
Introduce telework/work from home policy	In Development			Policy is in development	Include policy on the bargaining agenda for employee contracts	2010	2010
Encourage commuting by foot, bicycle, carpool or public transit	Ongoing/In Progress			This is measured bi-annually with targets in place.	Incentives and options on bargaining agenda for employees, promotion and support for alternate modes of transportation	2009	No End Date (Continuous)
Provide shower or locker facilities for staff/students who commute by foot or by bicycle	Complete			Both showers and locker facilities are provided on both campuses			
Provide secure bicycle storage	Ongoing/In Progress			Secure bycycle storage is provided on one campus.	Needs for additional secured bicycle storage will be reviewed	2010	No End Date (Continuous)
Modify parking fees or parking availability for staff/students	Ongoing/In Progress			3 year parking rate strategy in place for students, parking availability is measured with targets	Review and increase rates, regularly monitor availability	2008	No End Date (Continuous)