

North Island College - 2009 Carbon Neutral Action Report

Executive Summary

North Island College has embraced reduction of our carbon footprint through an ongoing program of upgrading mechanical and electrical equipment efficiency. We have upgraded lighting, installed low flow aerators, upgraded building automation control systems to gain savings through operation and implemented recycling programs on two main campuses.

Overviews

Actions Taken to Reduce Greenhouse Gas Emissions in 2009

North Island College continued with a program to upgrade lighting (scheduled and as opportunities arose), reduce water consumption and introduced greater recycling opportunities to our staff and students.

Operational Changes in 2009

North Island College experienced a growth in FTE due to increased enrolment. Our remote Centres in Bella Coola and Gold River were relocated to different facilities which may impact our green house gas GHG emissions.

Plans to Continue Reducing Greenhouse Gas Emissions 2010 – 2012

North Island College will review our paper supply and test alternate products which reduce our GHG emissions. We will continue to upgrade lighting and efficiency through retrofit programs. Reduction of our carbon footprint will be achieved through greater sharing of available resources and education of user groups.

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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)							
This section is not applicable to this organization							
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Planning/management							
Reduce office space (square meters) per employee	In Development				Ongoing space review	2010	No End Date (Continuous)
Owned buildings							
Establish energy performance baseline for owned buildings	Ongoing/In Progress	75	% of owned buildings have an established energy performance baseline	Audit and model of performance completed	School District (72) Partner will complete audit on last building	2008	No End Date (Continuous)
Achieve LEED NC Gold certification at a minimum for new construction or major renovations	Ongoing/In Progress	0	% of owned buildings are certified LEED NC Gold or LEED NC Platinum	Trades Building is LEED registered	LEED Commissioning process	2010	2011
Incorporate a refrigerant management strategy into regular building management/maintenance to reduce fugitive emissions	Complete			Purchasing policy at Facilities		2009	2009
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress	50	% of owned buildings have undergone energy retrofits since start year indicated	Replaced lighting in Komoux Hall and Port Alberni Campus as life cycle	Will continue to upgrade when funds are available	2007	No End Date (Continuous)
Retrofitting owned buildings							
Upgrade mechanical systems (heating, cooling, ventilation) during retrofits	Ongoing/In Progress	0	% of retrofits (captured above) had heating, cooling, and ventilation systems upgrades	Replaced pumps and HVAC as needed for life cycle	ongoing replacement	2001	No End Date (Continuous)
Upgrade lighting systems during retrofits	Ongoing/In Progress	50	% of retrofits (captured above) had lighting systems upgrades	Replaced lighting in Komoux Hall and Port Alberni Campus as life cycle	ongoing replacement	2006	No End Date (Continuous)
Upgrade/adjust control systems during retrofits	Ongoing/In Progress	20	% of retrofits (captured above) had control system upgrades or adjustments	Upgrade of controls in Komoux Hall	Connect new equipment	2006	No End Date (Continuous)
Improve building insulation (including windows) during retrofits	Ongoing/In Progress	10	% of retrofits (captured above) had insulation improvements	Minor replacement of window glazing system	ongoing replacement	2003	No End Date (Continuous)
Install an on-site renewable energy demonstration project	In Development						
Leased buildings							
Establish energy performance baseline for leased buildings	In Development						

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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
IT power management							
Apply auto-sleep settings on computer monitors and CPUs	Ongoing/In Progress	75	% of computers have auto-sleep settings applied	As computers are cascaded	Discussions ongoing with new management group	2010	No End Date (Continuous)
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	In Development				Discussions ongoing with new management group	2010	No End Date (Continuous)
Apply auto-sleep settings on printers, copiers, fax machines, and/or multi-function devices	In Development				Discussions ongoing with new management group	2010	No End Date (Continuous)
Replace computers with ENERGY STAR models during regular computer upgrades	Complete	100	% of computers are ENERGY STAR rated	Standard Operating Procedure		2006	No End Date (Continuous)
Appliances and electronic devices							
Replace desk lamp incandescent bulbs with compact fluorescent (CFL) bulbs or source more efficient desk lamps for future purchases	Ongoing/In Progress			Replaced as required	Ongoing purchasing	2009	No End Date (Continuous)
Behaviour change program							
Help staff reduce personal energy use through "workstation tune-ups"	Ongoing/In Progress			Ongoing awareness program	Discuss with IT about education	2009	No End Date (Continuous)
Ask staff to close blinds at end of work day to reduce heating/cooling demands	In Development				educate through email/newsletter	2010	No End Date (Continuous)
Encourage use of stairs instead of elevators	Ongoing/In Progress			Signage in hallways.	Education through electronic information letter	2010	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Signage in classrooms.	Education through electronic information letter	2010	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 30% post-consumer recycled paper	Ongoing/In Progress	70	% of total paper purchased contains 30% recycled content	Purchased recycled content for equipment that will take paper	Continue efforts to purchase recycled products	2009	No End Date (Continuous)
Purchase 100% post-consumer recycled paper	In Development	0		Ongoing testing of equipment for suitability of recycled content	Continuous testing of new products to find suitability	2010	No End Date (Continuous)
Electronic media in place of paper							
Post materials online that were previously printed	In Development			improve web site	continuous education	2001	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Complete			done		2005	No End Date (Continuous)
Behaviour change program							
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development				as identified by department needs	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
Encourage re-use of scrap paper	Complete		Recycled paper pads are available from print shop		2006	No End Date (Continuous)