

<School District 84 (Vancouver Island West)

- 2009 Carbon Neutral Action Report

Executive Summary

School District 84 continues to focus on education of staff as the key to reaching carbon neutrality. Reuse, recycle, and replace (with more efficient models/products/systems) continue as the key foci. Major initiatives for 2009 include a car pool calendar, establishing building energy baselines, and purchasing more 100% post consumer recycled paper products.

Overviews

Actions Taken to Reduce Greenhouse Gas Emissions in 2009

-The District has created a car pool calendar in our email system and trained staff to look for ride sharing opportunities prior to booking vehicles for travel.

-Building energy guidelines have been established for all District buildings with a mind towards tracking energy savings due to retrofits and upgrades.

-When cost effective, staff have been trained to look for 100% recycled paper products.

Plans to Continue Reducing Greenhouse Gas Emissions 2010 – 2012

-The District plans to consider more efficient and/or smaller vehicles as replacements are needed.

-All retrofits will include upgrades or replacement of HVAC and/or lighting systems.

-The District will replace all the current computers with EnergyStar machines.

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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	In Development				Will consider all alternatives when replacing vehicles	2008	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 are maintained on a schedule to ensure that they are as fuel-efficient as possible.	Continue to maintain all vehicles on a schedule to ensure they are as fuel-efficient as possible.	1990	No End Date (Continuous)
Replace small maintenance vehicles with more fuel-efficient models	In Development				Will consider all alternatives when replacing vehicles	2008	No End Date (Continuous)
Behaviour change program							
Provide fleet driver training to reduce fuel use	Ongoing/In Progress	100	% of current drivers are trained	All new drivers hired in 2009 were trained.	Will continue to train all new drivers.	2008	No End Date (Continuous)
Encourage carpooling in fleet vehicles	Ongoing/In Progress			Created carpooling calendar in email system	Monitor car pooling calendar to look for efficiencies	2009	No End Date (Continuous)
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Owned buildings							
Establish energy performance baseline for owned buildings	Complete	100	% of owned buildings have an established energy performance baseline	All buildings have a baseline established		2009	2009
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress	25	% of owned buildings have undergone energy retrofits since start year indicated	Lighting and insulation was upgraded in two buildings this year	Continue to upgrade lighting and insulation	2007	No End Date (Continuous)
Retrofitting owned buildings							
Upgrade lighting systems during retrofits	Ongoing/In Progress	60	% of retrofits (captured above) had lighting systems upgrades	Two schools had lighting upgraded last year	Will consider upgrades if retrofitting	2002	No End Date (Continuous)
Upgrade/adjust control systems during retrofits	Ongoing/In Progress	100	% of retrofits (captured above) had control system upgrades or adjustments	100% of control systems have been adjusted, but 0% have been replaced	Will consider upgrades if retrofitting	2005	No End Date (Continuous)
IT power management							
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Ongoing/In Progress	50	% reduction in printers, copiers, and/or fax machines since start year indicated	Did not replace two fax machines when they broke.	Continue to reduce as able.	2008	No End Date (Continuous)
Apply auto-sleep settings on printers, copiers, fax machines, and/or multi-function devices	Complete	100	% of devices have auto-sleep settings applied	30 minute standard setting		2008	2009

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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 computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	50	% of computers are ENERGY STAR rated	Replaced with energy star.	Will replace all computers with energy star in 2010/2011	2007	2011
Behaviour change program							
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Stickers placed in several schools	Continue sticker placements	2006	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 100% post-consumer recycled paper	Ongoing/In Progress	10	% of total paper purchased contains 100% recycled content	as warranted	careful consideration of purchasing 100% paper if the costs warrant	2009	No End Date (Continuous)
Printer/document settings							
Switch networked printers and photocopiers to automatic double-sided	Complete	100	% of network printers or photocopiers are set to automatic double-sided	All network printers and photocopiers automatically double side.		2008	2009

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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							
Virtual meeting technology							
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	Ongoing/In Progress	10	% of computers have web-conferencing software installed	Held several meeting with Elluminate	Continue to search for opportunities to hold more meetings electronically	2007	No End Date (Continuous)
Behaviour change program							
Train staff in web-conferencing	Complete	100	% of staff are trained web-conferencing	Had a District wide training day on Elluminate use.		2009	2009
Encourage staff to consider virtual attendance/presentation at events where possible	Ongoing/In Progress			Several staff are now meeting with outside agencies/ministries electronically.	Ongoing encouragement of this technology	2008	No End Date (Continuous)
Encourage carpooling to meetings	Ongoing/In Progress			Policy states that rides must be shared whenever possible	Continue to promote this policy	2005	No End Date (Continuous)