

Mount St. Mary Hospital - 2010 Carbon Neutral Action Report

Executive Summary

Mount St. Mary Hospital is committed to reducing its carbon footprint, and is dedicated to the health of its residents, employees, their communities and the global environment. We strive to create a healthy environment that embraces safer building products, clean air, reduced toxins, safe working practices, energy and water efficiency, education and a commitment to public health.

We will be developing an employee awareness campaign on environmental sustainability that will focus on the energy consumption in our facility. As a relatively newer building, reductions of greenhouse gas emissions will cover certain types of improvements.

Mount St. Mary Hospital is using the SmartTool software program to measure, aggregate and report GHG emissions. Internal data collection processes/systems are in place to identify all sources of carbon emission as defined within Bill 44.

Offsets Applied to Become Carbon Neutral in 2010

Total offsets purchased: 418.68. Total offset investment: \$10,467.00. Emissions which do not require offsets: 0.07

Overviews

Actions Taken to Reduce Greenhouse Gas Emissions in 2010

The majority of our emissions come from our hydro and natural gas consumption, and that will be the area we will be focussing our opportunities to reduce greenhouse gas emissions. A variety of steps were taken in 2010 to reduce greenhouse gas emissions:

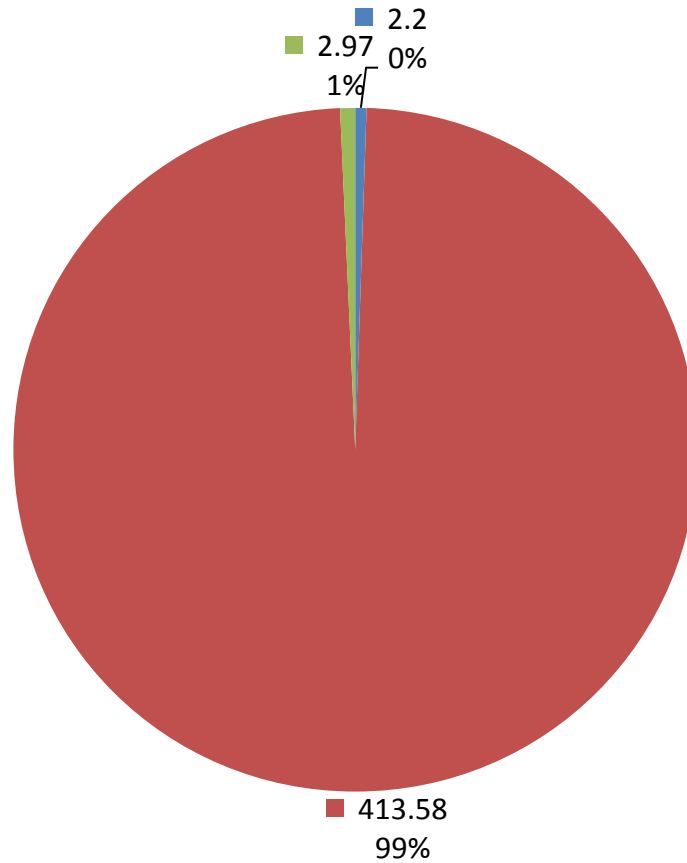
- Purchase all paper with 15% recycled content.
- Replace some lighting ballasts.
- Remove some lighting ballasts from multi-light fixtures.
- Increase staff awareness to reduce the use of electricity. .

Plans to Continue Reducing Greenhouse Gas Emissions 2011 – 2013

Mount St. Mary Hospital will continue to reduce our carbon footprint by looking at various initiatives:

- Tracking the carbon emissions through the use of SmartTool.
- Education awareness campaign for employees.
- Reduction of paper use – purchase paper with higher recycled content.
- Reduce boiler outputs to low-fire during warmer season.
- Investigate programs for potential lighting retrofits and energy saving devices.
- Investigate opportunities to convert natural gas boilers to solar heating.

Mount St. Mary Hospital Greenhouse Gas Emissions by Source for the 2010 Calendar Year (tCO₂e*)



Total Emissions: 418.75

- Mobile Fuel Combustion (Fleet and other mobile equipment)
- Stationary Fuel Combustion and Electricity (Buildings)
- Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2010

Total offsets purchased: **418.68**. Total offset investment: **\$10,467.00**. Emissions which do not require offsets: **0.07** **

*Tonnes of carbon dioxide equivalent (tCO₂e) is a standard unit of measure in which all types of greenhouse gases are expressed based on their global warming potential relative to carbon dioxide.

** Under the *Carbon Neutral Government Regulation of the Greenhouse Gas Reduction Targets Act*, all emissions from the sources listed above must be reported. As outlined in the regulation, some emissions do not require offsets.

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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 12/31/10)	Performance to Date (as of 12/31/10)		Steps Taken in 2010	Steps Planned for 2011 -2013	Start Year	End Year
Mobile Fuel Combustion (Fleet and other mobile equipment)							
Vehicle fuel efficiency							
Perform regular fleet maintenance to improve fuel-efficiency	Ongoing/In Progress	100	% of vehicles are subject to regular maintenance for fuel efficiency	Annual service/maintenance performed on both vehicles.	Continue with established maintenance schedule throughout 2011-2013.	2009	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 drivers are trained by an ICBC-approved instructor, and provided with an annual "tune-up" to update/refresh their skills.	Any new drivers hired between 2011-2013 will be trained and provided with annual "tune-up".	2009	No End Date (Continuous)
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	Completed in 2010			Driving policy/procedure manual refers to anti-idling awareness. Reminder stickers placed on dashboard of both vehicles.		2009	No End Date (Continuous)
Promote alternatives to fleet vehicle travel where possible (e.g., bicycles, public transit, walking)	Ongoing/In Progress			Bus is used for local resident outings only. Pickup truck is used minimally and only for local travel.	Continue to promote alternatives for fleet vehicle travel.	2009	No End Date (Continuous)
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Owned buildings							
Incorporate a refrigerant management strategy into regular building management/maintenance to reduce fugitive emissions	Ongoing/In Progress			Our refrigeration contractor perform semi-annual maintenance on all refrigeration equipment, and follow all regulations.	Continue to control refrigerant fugitive emissions with contractors.	2010	No End Date (Continuous)
Retrofitting owned buildings							
Upgrade lighting systems during retrofits	Ongoing/In Progress			Replaced some ballasts with metal-halide. Reduced number of ballasts in multi-light fixtures.	Continue to eliminate ballasts in multi-light fixtures when replacement is needed.	2010	No End Date (Continuous)
IT power management							
Install power management software which shuts down computers outside of regular business hours	In Development				Identifying options available and deciding on next step.	2010	2011
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Ongoing/In Progress			Evaluated stand-alone printers and evaluated options.	Will look at streamlining further.	2009	No End Date (Continuous)
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	75	% of computers are ENERGY STAR rated	Ensured all replacements are ENERGY STAR rated.	Continue replacing with ENERGY STAR.	2009	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	100	% of fridges are ENERGY STAR rated	All replacement appliances purchased had ENERGY STAR rating.	Continue to only purchase models with ENERGY STAR rating.	2009	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			Any replacement appliances require an ENERGY STAR specification.	Continue to only purchase models with ENERGY STAR rating.	2009	No End Date (Continuous)

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Action	Status (as of 12/31/10)	Performance to Date (as of 12/31/10)		Steps Taken in 2010	Steps Planned for 2011 -2013	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			Some lamps have been replaced with energy saving compact fluorescent bulbs.	Replacing all bulbs with compact fluorescent ones.	2009	No End Date (Continuous)
Behaviour change program							
Help staff reduce personal energy use through "workstation tune-ups"	Ongoing/In Progress	100	% of current staff have completed a workstation tune-up	Annual maintenance is performed on all systems.	Have staff continue to reduce personal energy use through "workstation tune-ups".	2009	No End Date (Continuous)
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress			Educated staff to unplug any unused equipment, and to power down computer systems during off-hours.	Educate staff through various articles printed in monthly Newsletter.	2009	No End Date (Continuous)
Ask staff to close blinds at end of work day to reduce heating/cooling demands	Ongoing/In Progress			Educated staff to close blinds during off-hours and during hot, seasonal weather.	Educate staff through various articles printed in monthly Newsletter.	2009	No End Date (Continuous)
Provide tips to staff on saving energy in the office while working outside of regular business hours	In Development				Add energy "tip column" in monthly Newsletter.	2009	No End Date (Continuous)
Encourage use of stairs instead of elevators	Ongoing/In Progress			Staff are encouraged to use stairs. Due to building configuration, there are times when this is not recommend, due to the additional traffic and disruption through the North Houses.	Continue to encourage stair use, where applicable.	2009	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Staff are very aware of excessive use of lights. Most often, corridor lights are only on "night mode".	Continue to promote only essential light use during daylight hours.	2009	No End Date (Continuous)
Promote hot water conservation	Ongoing/In Progress			Staff are encouraged to use cold or warm water when processing resident clothing in domestic machines. High-temp dishwashing sanitizers use extremely low water levels.	Investigate additional hot water conservation initiatives.	2009	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 30% post-consumer recycled paper	Ongoing/In Progress	100	% of total paper purchased contains 30% recycled content	All paper being purchased contains 30% recycled content.	Continue to look at options to purchase paper with higher recycled content.	2010	No End Date (Continuous)
Purchase 100% post-consumer recycled paper	In Development				Will be looking at products that contain 100% recycled content.	2010	No End Date (Continuous)
Printer/document settings							
Switch networked printers and photocopiers to automatic double-sided	Ongoing/In Progress	33	% of network printers or photocopiers are set to automatic double-sided	Printers replaced in 2010 were automatic double sided.	As printers are replaced, we will look at carbon neutral options.	2010	No End Date (Continuous)
Apply "print and hold" settings to networked printers to eliminate unclaimed print jobs	Ongoing/In Progress			Currently have networked photocopier with "print and hold" settings.	Will look at possibility of expanding to some printers.	2010	No End Date (Continuous)
Reduce default margin size in standard document templates (e.g., letters, briefing notes, forms, etc.)	Ongoing/In Progress			Have a standard template that encourages maximized print area.	Addressed as new templates are developed.	2009	No End Date (Continuous)
Electronic media in place of paper							
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Completed in 2010	100	% of staff workstations with software installed	Provided training for utilization of programs.		2008	No End Date (Continuous)

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Action	Status (as of 12/31/10)	Performance to Date (as of 12/31/10)	Steps Taken in 2010	Steps Planned for 2011 -2013	Start Year	End Year
Use electronic document library for filing common documents	Ongoing/In Progress		Have created common directories for users to share common files.	Will continue to be ongoing.	2008	No End Date (Continuous)
Post materials online that were previously printed	Ongoing/In Progress		Developed an intra-site for users.	Will be ongoing and expanded as needed.	2009	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	In Development			Upgrade payroll program.	2010	No End Date (Continuous)
Behaviour change program						
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	In Development			Educate staff and encourage staff to reduce paper usage.	2009	No End Date (Continuous)