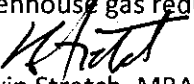


School District #73 (Kamloops-Thompson) - 2012 Carbon Neutral Action Report Overview

Executive Summary

- School District #73 (Kamloops/Thompson) has been working to reduce greenhouse gas emissions and to reduce utility consumption in general. Average annual savings of approximately 5,000,000kwhr of electricity and 10,000GJ of natural gas have been achieved, with resulting utility cost savings of over \$400,000+ per year and greenhouse gas reductions of 1,000,000kg of CO₂.


Kelvin Stretch, MBA, CMA, FCMA
Secretary Treasurer

2012 Greenhouse Gas Emissions

- Greenhouse Gas Emissions by Source for the 2012 Calendar Year (tCO₂e)
 - Mobile Fuel Combustion 1989.08
 - Stationary Fuel Combustion and Electricity 3849.05
 - Paper 199.19

Offsets Applied to Become Carbon Neutral in 2012

- Total offsets purchased: 4812
- Total offset investment: \$137,525 + GST
- Emissions which do not require offsets: 1522

2012 Greenhouse Gas Emissions Reductions Activities

- Replaced 5 buses and 7 vehicles with newer models

Plans to Continue Reducing Greenhouse Gas Emissions 2012 – 2013

- School District #73 (Kamloops/Thompson) will continue with its long term plan for energy reduction. We will continue with our controls upgrades for our mechanical systems, exterior lights, and computer systems, and will continue to upgrade mechanical equipment including boilers to further reduce our energy consumption.
- The school district will be using GPS data to reduce idling times of vehicles.

Changes to Greenhouse Gas Emissions & Offsets Reporting from Previous Years

- School District #73 (Kamloops/Thompson) has paid for 689 tonnes of emissions that were not paid for in 2011.

School District 73 Kamloops/Thompson - 2012 Carbon Neutral Action Report

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	Steps Taken	Steps Planned	Start Year	End Year
Mobile Fuel Combustion (Fleet and other)					
Behaviour change program					
Provide fleet driver training to reduce fuel use	Ongoing/In Progress	Discussions at department meetings.	Continue to discuss at department meetings.	2008	No End Date (Continuous)
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	Ongoing/In Progress	Anti-idling signs in place at most locations. Review of idle times from gps system. Talked to staff about idle times.	Review of idle times from gps system. Continue to talk to staff about idle times.	2008	No End Date (Continuous)
Vehicle fuel efficiency					
Replace vehicles with more fuel-efficient models	Ongoing/In Progress	Replaced 7 maintenance vehicles and 5 buses.	Replace older vehicles if funding available.	2009	No End Date (Continuous)
Perform regular fleet maintenance to improve fuel-efficiency	Ongoing/In Progress	All vehicles are maintained at 5,000km intervals.	Maintain vehicles at 5,000km intervals.	2009	No End Date (Continuous)
Stationary Fuel Combustion, Electricity					
Behaviour change program					
Help staff reduce personal energy use through ""workstation tune-ups""	Not Yet Evaluated				No End Date (Continuous)
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress	Staff at 11 schools are participating in the BC Hydro Workplace Conservation Awareness Program.	None	2012	2013
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress	Staff at 11 schools are participating in the BC Hydro Workplace Conservation Awareness Program.	None	2012	2013
Encourage staff to use air dry setting on dishwashers	Not Yet Evaluated				No End Date (Continuous)
Provide tips to staff on saving energy in the office while working outside of regular business hours	Not Yet Evaluated				No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress	Staff at 11 schools are participating in the BC Hydro Workplace Conservation Awareness Program.	None	2012	2013
Promote hot water conservation	Not Yet Evaluated				No End Date (Continuous)
IT power management					
Install power management software which shuts down computers outside of regular business hours	Completed (in Previous Year)				No End Date (Continuous)
Implement server virtualization	Ongoing/In Progress	3 servers virtualized in 2012.	1 server will be virtualized in 2013.	2008	No End Date (Continuous)
Apply auto-sleep settings on computer monitors and CPUs	Ongoing/In Progress	All new computers have auto sleep settings enabled.	All new computers will have auto sleep settings enabled.	2008	No End Date (Continuous)
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices as part of a print management strategy	Completed (in Previous Year)				No End Date (Continuous)
Apply auto-sleep settings on printers, fax machines, and/or multi-function devices	Completed (in Previous Year)				No End Date (Continuous)
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	Replaced 840 CRT monitors with LED-LCD monitors.	Replace 400-500 CRT monitors with LED-LCD monitors.	2010	No End Date (Continuous)
Owned buildings					
Establish energy performance baseline for owned buildings	Not Yet Evaluated				No End Date (Continuous)
Register for performance labelling/certification for operations and maintenance of owned buildings (e.g., LEED EB:O&M)	Not Yet Evaluated				No End Date (Continuous)

School District 73 Kamloops/Thompson - 2012 Carbon Neutral Action Report

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	Steps Taken	Steps Planned	Start Year	End Year
Register for performance labelling/certification for commercial interiors of owned buildings (e.g., LEED CI)	Not Yet Evaluated				No End Date (Continuous)
Achieve LEED NC Gold certification at a minimum for new construction or major renovations	Not Yet Evaluated				No End Date (Continuous)
Perform energy retrofits on existing, owned buildings	Ongoing/In Progress	Completed some small lighting upgrade projects. Energy retrofits have been on going for over 20 years.	Exterior lighting upgrades and possibly 2 boiler plant upgrades.	2008	No End Date (Continuous)
Incorporate a refrigerant management strategy into regular building management/maintenance to reduce fugitive emissions	Not Yet Evaluated				No End Date (Continuous)
Planning/management					
Install a real time metering system (e.g. Pulse, Reliable Controls, Houle Controls)	Not Yet Evaluated				No End Date (Continuous)
Retrofit details for owned buildings					
Upgrade mechanical systems (heating, cooling, ventilation) during retrofits	Ongoing/In Progress	Replaced 5 older rooftop units.	Replace 2 boiler systems and 5 older rooftop units.	2008	No End Date (Continuous)
Upgrade lighting systems during retrofits	Ongoing/In Progress	Completed some small lighting upgrade projects.	Exterior lighting upgrades.	2008	No End Date (Continuous)
Upgrade/adjust control systems during retrofits	Ongoing/In Progress	Upgraded 2 DDC systems.	Upgrade 2 DDC systems.	2008	No End Date (Continuous)
Improve building insulation (including windows) during retrofits	Not Yet Evaluated				No End Date (Continuous)
Supplies (Paper)					
Behaviour change program					
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Not Yet Evaluated				No End Date (Continuous)
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	Not Yet Evaluated				No End Date (Continuous)
Electronic media in place of paper					
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Not Yet Evaluated				No End Date (Continuous)
Use electronic document library for filing common documents	Ongoing/In Progress	Use of Zimbra software.	Increased use of Zimbra software.	2009	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Completed (in Reporting Year)	All employees receive electronic pay stubs.		2011	2011
Paper Type					
Purchase 30% post-consumer recycled paper	Ongoing/In Progress	Purchase 30% post-consumer recycled paper.	Purchase 30% post-consumer recycled paper.	2009	No End Date (Continuous)
Purchase 40% post-consumer recycled paper	Not Yet Evaluated				No End Date (Continuous)
Purchase 100% post-consumer recycled paper	Not Yet Evaluated				No End Date (Continuous)
Printer/document settings					
Switch networked printers and photocopiers to automatic double-sided	Ongoing/In Progress	Some work locations default print to double sided.	Get more locations to default print to double sided.	2012	No End Date (Continuous)

School District 73 Kamloops/Thompson - 2012 Carbon Neutral Action Report

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

Action	Status	Steps Taken	Steps Planned	Start Year	End Year
Business Travel					
Behaviour change program					
Train staff in web-conferencing	Ongoing/In Progress	More staff were trained on the use of video conference equipment.	Train more staff on the use of video conference equipment.	2008	No End Date (Continuous)
Encourage staff to consider virtual attendance/presentation at events where possible	Ongoing/In Progress	Video conference system is used when possible.	Expanded use of video conference systems.	2008	No End Date (Continuous)
Encourage carpooling to meetings	Not Yet Evaluated				No End Date (Continuous)
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	Not Yet Evaluated				No End Date (Continuous)
Policy and budgeting					
Create a low-carbon travel policy or travel reduction goal	Not Yet Evaluated				No End Date (Continuous)
Virtual meeting technology					
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	Ongoing/In Progress	Started using Conference Me Software and Live stream for meetings.	Continued use of Conference Me Software and Live stream for meetings.	2009	No End Date (Continuous)
Make desktop web-cameras available to staff	Ongoing/In Progress	Provide staff with web-cams upon request.	Provide more web-cams as requested.	2012	No End Date (Continuous)
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	Ongoing/In Progress	Added more video conference equipment.	Add more video conference equipment.	2008	No End Date (Continuous)
Education, Awareness, and Engagement					
Awards/Recognition					
Establish a sustainability/green awards or recognition program	Not Yet Evaluated				No End Date (Continuous)
Staff Professional Development					
Support green professional development (e.g., workshops, conferences, training)	Not Yet Evaluated				No End Date (Continuous)
Include green options in employee performance measurement system	Not Yet Evaluated				No End Date (Continuous)
Staff awareness/education					
Provide education to staff about the science of climate change	Not Yet Evaluated				No End Date (Continuous)
Provide education to staff about the conservation of water, energy, and raw materials	Not Yet Evaluated				No End Date (Continuous)
Provide green tips on staff website or in newsletters	Not Yet Evaluated				No End Date (Continuous)
Provide sustainability education during new staff orientation	Not Yet Evaluated				No End Date (Continuous)
Team-building					
Create Green, Sustainability, Energy Conservation, or Climate Action Teams with executive endorsement	In Development	School based green teams. Staff at 11 schools are participating in the BC Hydro Workplace Conservation Awareness Program.	More school green teams.	2008	No End Date (Continuous)
Provide resources and/or dedicated staff to support teams	Ongoing/In Progress	Small funding amounts have been provided for the BC Hydro Workplace Conservation Awareness teams.	None	2012	No End Date (Continuous)
Providing behaviour change education/training to teams (e.g.,	Ongoing/In	Staff at 11 schools are participating in the BC Hydro Workplace	None	2012	No End Date

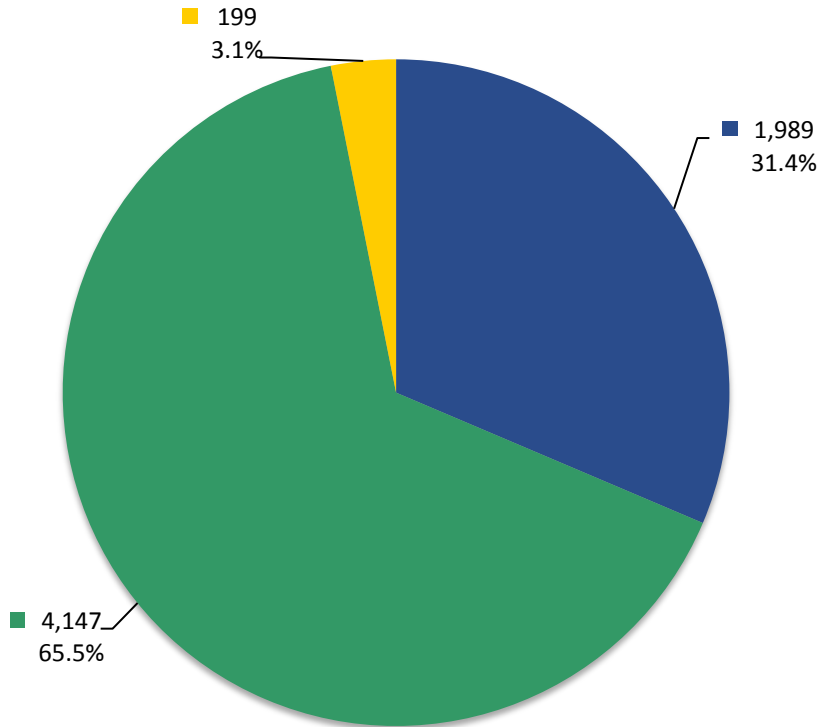
School District 73 Kamloops/Thompson - 2012 Carbon Neutral Action Report

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

Action	Status	Steps Taken	Steps Planned	Start Year	End Year
community-based social marketing)	Progress	Conservation Awareness Program.			(Continuous)
Other Sustainability Actions					
Adaptation to Climate Change					
Assessed whether extreme weather events and/or long term changes in climate will affect the organization's business areas	Not Yet Evaluated				No End Date (Continuous)
Integrated considerations of extreme weather events and/or long term changes in climate into the organization's decision making.	Not Yet Evaluated				No End Date (Continuous)
Building construction, renovation					
Establish a policy to reuse materials where possible and divert construction and demolition debris from landfills and incineration facilities	Not Yet Evaluated				No End Date (Continuous)
Incorporate lifecycle costing into new construction or renovations	Not Yet Evaluated				No End Date (Continuous)
Commuting to and from home					
Encourage commuting by foot, bicycle, carpool or public transit	Not Yet Evaluated				No End Date (Continuous)
Provide shower or locker facilities for staff/students who commute by foot or by bicycle	Not Yet Evaluated				No End Date (Continuous)
Provide secure bicycle storage	Not Yet Evaluated				No End Date (Continuous)
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.)	Not Yet Evaluated				No End Date (Continuous)
Establish green standards for goods that are replaced infrequently and/or may require capital funds to purchase (e.g., office furniture, carpeting, etc.)	Not Yet Evaluated				No End Date (Continuous)
Implement sustainable purchasing program for cleaning products, disposable paper products and trash bags	Ongoing/In Progress	Purchase green custodial products.	Purchase green custodial products.	2008	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	All sites have recycling programs in place. All E-waste is centrally collected and sent to recycling.	Continue the programs.	2008	No End Date (Continuous)
Implement a hazardous waste reduction and disposal strategy	Ongoing/In Progress	Hazardous materials are removed as required.	Continue to remove hazardous materials as required.	2008	No End Date (Continuous)
Water conservation					
Establish a water conservation strategy which includes a plan or policy for replacing water fixtures with efficient models	Ongoing/In Progress	Any fixture that is replaced, is replaced with a more water efficient model.	Any fixture that is replaced, is replaced with a more water efficient model.	2008	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	Any fixture that is replaced, is replaced with a more water efficient model.	Any fixture that is replaced, is replaced with a more water efficient model.	2008	No End Date (Continuous)
Introduce a stormwater management landscape strategy (e.g., vegetated roofs, permeable paving, rain gardens, bioswales)	Not Yet Evaluated				No End Date (Continuous)

**School District 73 - Kamloops / Thompson
Greenhouse Gas Emissions by Source
for the 2012 Calendar Year (tCO₂e*)**



Total Emissions: 6,335

- Mobile Fuel Combustion (Fleet and other mobile equipment)
- Stationary Fuel Combustion (Building Heating and Generators) and Electricity
- Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2012 (Generated May 31, 2013 12:07 PM)

Total offsets required: **4,812**. Total offset investment: **\$120,300**. Emissions which do not require offsets: **1,522** **

*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.