

2014 CARBON NEUTRAL ACTION REPORT- SMALL EMITTERS FORM

Organization Name:

BCAssessment

Contact name:

Andy Hoggarth
Vice President and
Executive Financial Officer

| GHG Emissions and Offsets for 2014 (TC02E) | |
|---|-----|
| GHG Emissions created in Calendar Year 2014 (from SMARTTool Homepage): | |
| Total Emissions | 421 |
| Total Offsets | 418 |
| Adjustments to GHG Emissions Reported in Prior Years- 2013 (from SMARTTool Homepage): | |
| Total Emissions | 0 |
| Total Offsets | 1 |
| Total Emissions for Offset for the 2014 Reporting Year (from SMARTTool Homepage) | |
| Total Offsets | 419 |

To enable comparisons with all B.C. public sector organizations, please provide the following data for your organization:

1. How many Full Time Equivalent (FTE) employees do you have within your organization? 680
2. Schools, Universities and Colleges only: Number of student FTEs as of Dec 31, 2014? n/a
3. What is the total amount of floor space in your organization (including occupied and unoccupied space)? Please report in square meters: 19,013

[This form is for the use of BC Public Sector Organizations that had GHG emissions of less than 600 tonnes CO₂e in the 2014 reporting year, which as a group, equals less than 1% of o/1 PSO emissions]

List the top three actions taken by your organization in 2014 to reduce GHG emissions and/or improve sustainability:

| Action |
|--|
| 1. The Nelson Office was relocated in September 2014 to new smaller premises in the Provincial Government building. The move resulted in a 27% reduction in our rentable area. Our carbon footprint was reduced by specifying energy efficient lighting and controls. These included high efficiency F32T8 lights with controls for daylight harvesting. Our workstations include switched plugs to turn off circuits after working hours. All enclosed offices and meeting rooms have occupancy sensors controlling the lights. We have also installed WebEx technology for online meetings, thereby reducing travel. |
| 2. The Capital (Victoria) Office was renovated in October of 2014. Our carbon footprint was reduced by specifying energy efficient lighting and controls. These included high efficiency F32T8 lights with controls for daylight harvesting. All enclosed offices and meeting rooms have occupancy sensors controlling the lights. We have also installed WebEx technology for online meetings, thereby reducing travel. |
| 3. All spending for desired improvements in BC Assessment facilities have been put on hold. |

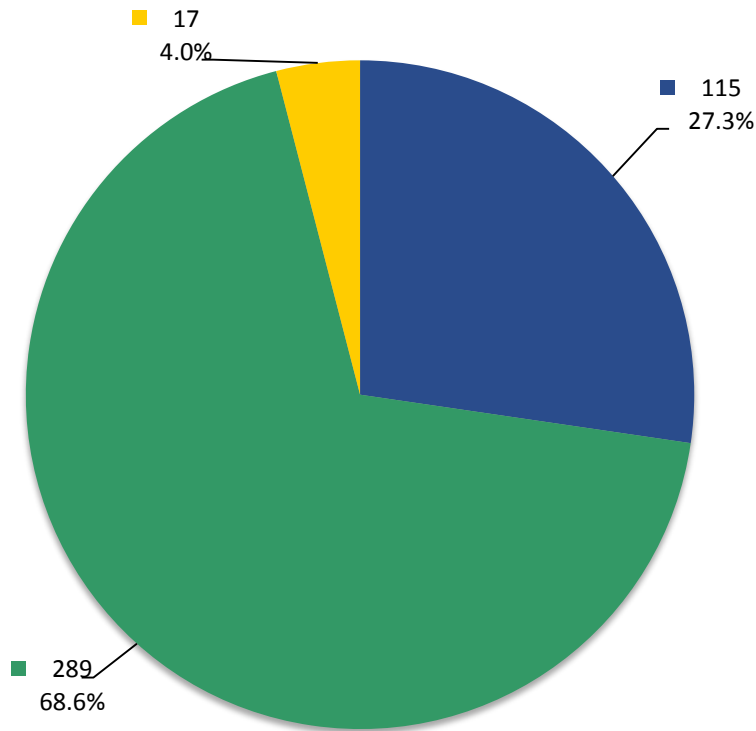
Describe Plans your organization has for continuing to minimize your GHG emissions

| |
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| <p>BC Assessment plans to continue its efforts to reduce greenhouse gas emissions from sources within and outside its reporting scope under the Carbon Neutral Government Regulation and to engage and educate employees about climate change and sustainability objectives. Key initiatives planned for 2014-2016 include the following:</p> <ul style="list-style-type: none">• Ensure that energy efficiency is a top priority whenever offices are moved to new facilities or are renovated.• Continue the investment in technology and processes to decrease paper usage, electricity, and natural gas consumption.• Continue with the development and deployment of remote meeting and web-based conferencing technologies.• The vehicle replacement program will utilize hybrid models where available.• Continue to consider opportunities for further greenhouse gas reductions and to integrate environmental sustainability objectives in the corporate strategic planning and annual business plans.• Continue to provide budgetary support for the Green Teams in their planned activities to reduce greenhouse gas emissions and to minimize other negative impacts to the environment. |
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Andy Hoggarth
Vice President and Executive Financial Officer
May 19, 2015

**BC Assessment Authority
Greenhouse Gas Emissions by Source
for the 2014 Calendar Year (tCO₂e*)**



Total Emissions: 421

- 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 2014 (Generated June 22, 2015 10:55 AM)

Total offsets required: **418**. Total offset investment: **\$10,450**. Emissions which do not require offsets: **4** **

*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.