



2016 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 31, 2017

This form is for the use of BC Public Sector Organizations whose GHG emissions were less than 600 tonnes CO₂e during the previous reporting year (2015). Please fill in the required information below :

Organization Name:

School District No. 87 (Stikine)

Contact name:

Ken Mackie

GHG Emissions and Offsets for 2016 (tCO ₂ e)	
GHG Emissions created in Calendar Year 2016 (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	324
Total Offsets (tCO ₂ e)	323
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	0
Total Offsets (tCO ₂ e)	0
Grand Total Offsets for the 2016 Reporting Year (from SMARTTool Homepage): (This is the total emissions that must be offset for Reporting Year 2016)	
Grand Total Offsets (tCO ₂ e)	323

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 were part of your organization as of Dec 31, 2016? 46.4
2. What was the total amount of floorspace (m²) in your organization (including occupied and unoccupied space, owned or leased) as of Dec 31, 2016: 6,691 (m²)
3. What was the primary use of that space (office, education, warehousing, health services, lodging, arts and recreation, other)? education
4. How many motor vehicles did your organization own or lease as of Dec 31, 2016? 7



Briefly describe the top three actions taken by your organization in 2016 to reduce GHG emissions and/or improve sustainability from its operations:

Action
1. Monitored the DDC systems at all sites on a daily basis resulting in immediate adjustments to problem areas.
2. Changed all emergency lighting to LED lights.
3. Instructed staff to turn off lights when not in classrooms.

Briefly describe plans your organization has for continuing to reduce your GHG emissions in future years:

We plan to install occupancy sensors in each room to ensure the lights are not on in unoccupied space. We will continue to increase the use of electronic meetings and the requirement to carpool wherever possible. We will increase the requirement to double side copying and the use of more centralized printing at each site. We are presently evaluating the replacement of all lighting to LED lighting.

We are one of five school districts in the province that was chosen to participate in the

Service Delivery Project – Energy Management Pilot Advisory

Background

The Service Delivery Project is a K-12 sector and Ministry of Education co-led effort to find additional savings and efficiencies through shared delivery of services across BC school districts. The sector and Ministry of Education are working collaboratively to identify opportunities to achieve further savings and efficiencies in employment and labour matters, procurement, attendance support and wellness, facilities management, transportation, IT/communications and business systems.

In March 2016 the Service Delivery Project Steering Committee endorsed an energy management

business case, which highlighted opportunities to realize energy reduction, cost savings and administrative efficiencies related to energy management. The business case recommended implementing a pilot program to provide energy management resources to school districts in underserved regions of the province. Following these recommendations, the Facilities Management Working Group (FMWG) established a subcommittee called the Energy Management Pilot Advisory (EMPA) to implement an energy management pilot program.

Purpose

This energy management pilot program will be implemented to realize operational efficiencies and savings in underserved regions of the province, while creating a sustainable framework to support and provide capacity to school districts.

The five pilot school districts participating in the energy management pilot program will serve as key advisors to the program. The energy management pilot program has the following objectives:

1. To develop a “Centre of Energy Management Expertise” foundation model accessible by K-12 school districts in under-served regions of the province.
2. To provide assistance to school district facilities staff to identify and implement energy management programs that will help increase energy efficiency and cost savings (e.g., LED lighting, light timers and sensors, on-demand water heating, HVAC updating, insulation upgrading, window glazing).
3. To measure and assess operational savings and efficiencies achieved through energy management programs implemented (e.g., electricity (kWh)).

Describe any actions your organization took during 2016 to strengthen its ability to manage the likely effects of climate change in the coming years and decades (e.g., have assessed whether increased frequency of extreme weather events and/or long term changes in climate will affect your organization’s infrastructure, its employees and/or its clients.)

This was a warmer spring than expected and a cooler fall than expected which reduced our propane usage resulting in a lower offset than previous years. This will fluctuate every year due to being in northern BC and the normal extreme cold temperatures resulting in greater usage of propane and the increase of carbon output.

For use by organizations subject to the *Greenhouse Gas Reduction Targets Act (2007)*

As the designated representative I certify that I have personally examined, and am familiar with, the processes used to capture, compile and report data for the purposes of meeting the Carbon Neutral Government Regulation under the *Greenhouse Gas Reduction Targets Act*. Based on my inquiry of those individuals with primary responsibility for obtaining the information, I certify that the statements and information on this checklist are to the best of my knowledge and belief true, accurate, and complete.



March 10, 2017

Signature (CFO or Secretary-Treasurer)

Date

Ken Mackie, CPA, CMA

Secretary Treasurer

Name (please print)

Title

Board of Education School District No. 87 (Stikine)

Organization

Please email completed form to climateactionsecretariat@gov.bc.ca



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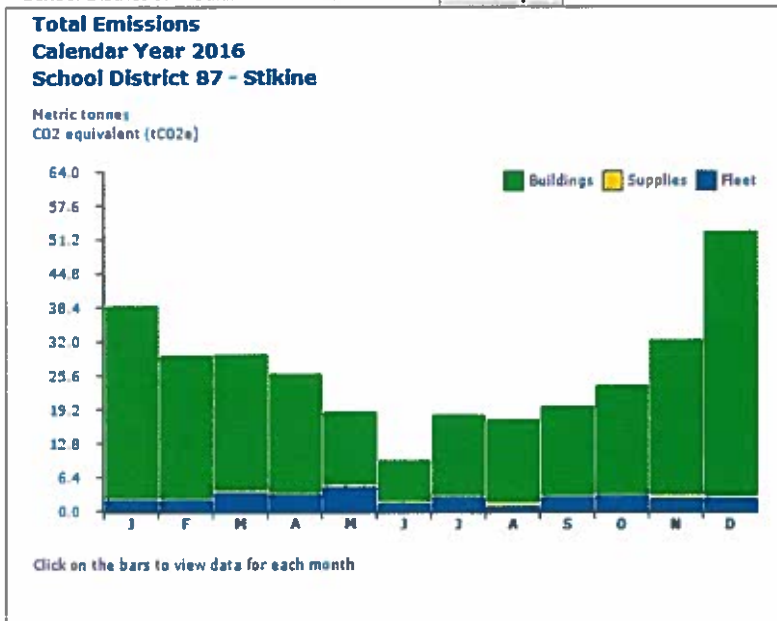
Reports

Help

March 10, 2017

Reporting Unit:

School District 87 - Stikine Calendar Year 2016 [Show Report](#)



Totals Calendar Year 2016, School District 87 - Stikine

	Measure	Quantity	Greenhouse Gases in Tonnes				tCO ₂ e ¹
			CO ₂	BioCO ₂	CH ₄	N ₂ O	
Scope 1 (Direct) Emissions							
Mobile Combustion (Fleet)	Litres	13,997.00	30.79	1.06	0.00	0.01	34.35
Stationary Combustion, Estimated ²	GigaJoules	785.15	46.99	0.00	0.00	0.00	48.02
Stationary Combustion, Reported ³	GigaJoules	3,750.52	224.47	0.00	0.00	0.02	229.36
Scope 2 (Indirect) Emissions							
Purchased Energy, Estimated ²	GigaJoules	570.07	1.71	0.00	0.00	0.00	1.71
Purchased Energy, Reported ³	GigaJoules	2,399.73	7.20	0.00	0.00	0.00	7.20
Scope 3 (Business Travel and Office Paper) Emissions							
Office Paper	Packages	729.00	3.10	0.00	0.00	0.00	3.10
Total Emissions, Calendar Year 2016			314.26	1.06	0.01	0.03	324
Carbon Neutral or Offset Exempt			0.00	1.06	0.00	0.00	1
Total for Offsets⁴			314.26	0.00	0.01	0.03	323

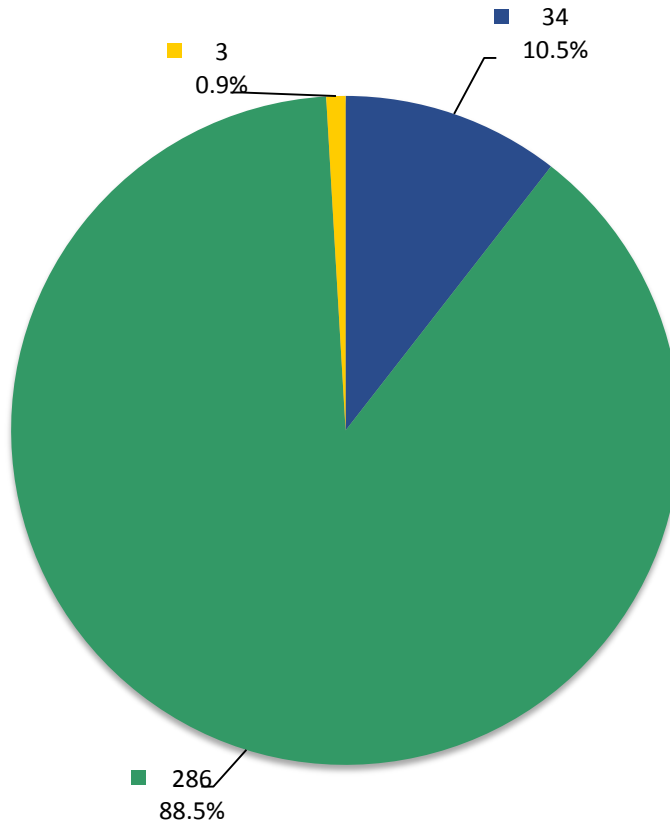
Each greenhouse gas has been converted to a standard measurement (tCO₂e) by multiplying its emissions by its global warming potential (GWP). The GWP of carbon dioxide (CO₂) from both anthropogenic and biogenic sources is 1, methane (CH₄) is 25, and nitrous oxide (N₂O) is 298. The Totals for tCO₂e are shown here rounded to the nearest whole metric tonne as only whole tonnes of tCO₂e can be purchased for offsets.

2. Estimated data has been calculated based on the methods described in the Methodology Document.

3. Reported data refers to consumption which has been directly billed to the organization.

4. The tCO₂e value from the "Total for Offsets" line represents the quantity of offset purchases required to become carbon neutral.

**School District 87 - Stikine
Greenhouse Gas Emissions by Source
for the 2016 Calendar Year (tCO₂e*)**



Total Emissions: 324

- 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 2016 (Generated May 15, 2017 3:40 PM)

Total offsets required: **323**. Total offset investment: **\$8,075**. Emissions which do not require offsets: **1** **

*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.