

2014 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 29, 2015

[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 all PSO emissions]

Organization Name:

School District No.84 (Vancouver Island West)

Contact name:

Sheldon Lee, Director of Business Operations

GHG Emissions and Offsets for 2014 (TCO2E)	
GHG Emissions created in Calendar Year 2014 (from SMARTTool Homepage):	
Total Emissions	184
Total Offsets	164
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions	0
Total Offsets	0
Total Emissions for Offset for the 2014 Reporting Year (from SMARTTool Homepage)	
Total Offsets	164

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? 92 FTE
2. Schools, Universities and Colleges only: Number of student FTEs as of Dec 31, 2014? 388 FTE
3. What is the total amount of floorspace in your organization (including occupied and unoccupied space)? Please report in square meters: 25,515

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

Action
1. Gold River Secondary School; Repaired roof and added insulation to the underside of the roof. (The roofing construction for the school did not have any insulation in the roof)
2. Replace one old aging maintenance vehicle with newer efficient vehicle.
3. Ongoing activities and tasks: <ul style="list-style-type: none">• continue lighting upgrades at various worksites• video conferencing to reduce in-person travel

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

1. Captain Mears School located in Tahsis; Roof repair and install "Spray-On Insulation" to underside of roof.
2. To Replace six aging copiers (approx 7 years old) with new multipurpose copiers that will more energy efficient than the old copiers.
3. Implement electronic Accounts Payable Invoice approval process for approval and document storage. This will reduce paper copies of invoices, and reduce storage space.
4. Ongoing utilization of video conferencing to reduce in-person travel.
5. Ongoing lighting upgrades at various worksites.

Executive Sign-off

Name: Lawrence Tarasoff
(print)

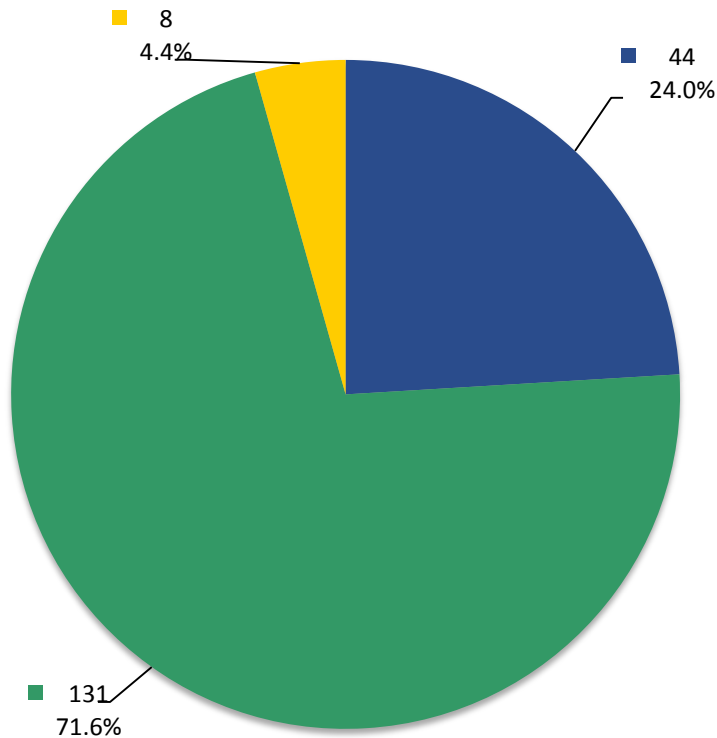
Title: Superintendent of Schools /
Secretary Treasurer

Signature:

Date: May 11, 2015

Please scan and email the completed form to climateactionsecretariat@gov.bc.ca or fax to 250-356-7286.

**School District 84 - Vancouver Island West
Greenhouse Gas Emissions by Source
for the 2014 Calendar Year (tCO₂e*)**



Total Emissions: 184

- 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 23, 2015 3:46 PM)

Total offsets required: **164**. Total offset investment: **\$4,100**. Emissions which do not require offsets: **20** **

*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.