

CARBON NEUTRAL ACTION REPORT 2012 "SHORT FORM" v 2.

This form is for the use of BC Public Sector Organizations that had total GHG emissions of less than 100 Tonnes CO2E in the 2011 reporting year.

Organization Name

Industry Training Authority

Contact name:

Natalia Dumitrescu

2012 Total Emissions

40 tonnes

2012 Total Emissions for Offsets

40 tonnes

Changes to previous years emissions (if applicable)

N/A

Over or Underpayments held by PCT (if applicable)

N/A

Total Offsets Purchased for 2012

40 tonnes

List the top three actions taken by your organization in 2012 to reduce GHG emissions and/or improve sustainability

Action	Start date	End date
<p>1. ITA re-assessed its sustainable procurement practices, benchmarking them against best practices in order to identify gaps and prioritize next steps.</p> <p>ITA identified a few sustainable purchasing initiatives that will address over time a broad range of social, economic and environmental sustainability issues.</p> <p>One of these initiatives has been the implementation of the Total Cost of Ownership approach as one of the evaluation criteria in the selection of printing organizations.</p> <p>Supplier engagement through dialogue offered voluntarily by procurement at ITA it is another initiative toward social sustainability.</p>	2011	No end date (Continuous)

2. ITA started the implementation of a new system that would enable the delivery of standard electronic examinations to apprentices. It is anticipated that over 95% of ITA's written exams will be administered online by the end of the project.	2012	2017
3. ITA has switched to an electronic payroll notification system in place of paper pay stubs.	2012	2013

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

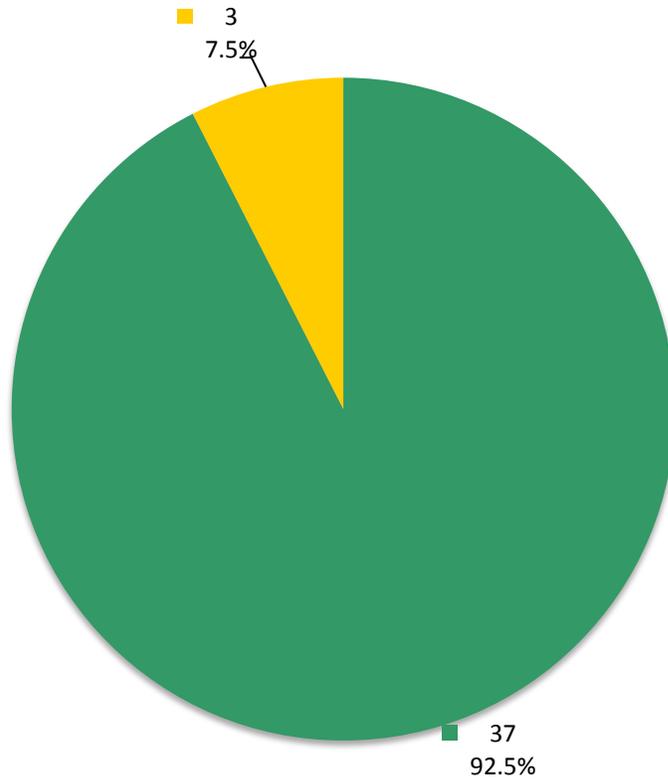
ITA plans to continue with the actions already taken as of 2011.

Executive Sign-off

Name Sue Thomas Date: April 12, 2013
 (print): _____

X  _____

**Industry Training Authority
Greenhouse Gas Emissions by Source
for the 2012 Calendar Year (tCO₂e*)**



Total Emissions: 40

■ Stationary Fuel Combustion (Building Heating and Generators) and Electricity

■ Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2012 (Generated May 27, 2013 12:10 PM)

Total offsets required: **40**. Total offset investment: **\$1,000**. Emissions which do not require offsets: **0** **

*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.