



emily carr  
university of art + design

## **2013 CARBON NEUTRAL ACTION REPORT**

Emily Carr University of Art + Design



## **Executive Summary**

Emily Carr University of Art + Design continues to focus on reducing its carbon footprint and its commitment to implementing environmentally sustainable practices.

Ongoing and new initiatives continue to demonstrate the University's commitment relating to its Sustainability Policy and discussions among its community.

The most significant commitment to reducing our carbon footprint is the approval of Ministry funding to build a new facility at our Great Northern Way site. The University is currently in the planning phase of this project. The successful proponent of the project will be required to meet LEED gold and WoodFirstBC standards and specifications. The anticipated date for completion is 2017.

## **Emissions Reduction Initiatives**

A number of projects were completed in 2013 that contributed to our sustainability efforts, particularly in regards to reduction of greenhouse emissions. These include:

- Completion of Phase 3 of the boiler replacement.
- Plumbing valve upgrades to isolate shut-off valves (isolated lines can now be individually drained when repairs are required, rather than draining the entire system).
- Bird deterrent upgrade (to reduce risk of disease and cleaning requirements).
- An upgraded, fully addressable fire panel (with a built-in system to reduce false alarm call-outs to the Fire Department and Security contractor).

Ongoing annual initiatives with a focus to reduce greenhouse emissions continue to be promoted and included in daily operation. These include:

- Recycling, including the following:
  - composting within the cafeteria, staff lounge and by individual departments
  - drink container recycling
  - paper and cardboard recycling
  - wood and metal recycling
  - hazardous materials recycling
  - toner cartridge recycling program
  - recycling of electronic goods
- Continued participation in the annual Earth Hour project.
- 48 videoconferencing meetings were conducted in 2013 using skype or blue jean technology. The Audio-Visual Department continues to promote and provide support for the use of this technology.
- The use of services such as 'Car to Go' for employees to utilize when travelling to meetings in the local area.
- Student union "re-use a mug" program. The student union has over 50 mugs available for use by the community in an effort to reduce disposable coffee cups, and have designated stations across campus where used mugs can be left. They are then picked up, washed and returned to the Re-use a mug wall for use.
- Student union annual clothing swap.
- Annual bottle free water day.

- Bike loan program for staff available through Finance and provision of air pump and repair kits available on-site in an effort to promote biking to work.
- Continued efforts to reduce paper consumption, for example, the use of Moodle, an online training and lecture portal, where Faculty can post notes and handouts online rather than paper copies in class.
- Sourcing of local solid lumber for student projects which are harvested and milled in the lower mainland.
- Sustainability blog and wall dedicated to conversations and initiatives around sustainability within the community, will provide a voice and exposure across the campus.
- Two-sided printing default settings available on office printers.
- Computer laboratory monitors are set to sleep mode for periods of time when not in use and computers in laboratories are shut down for at least 6 hours daily.
- Computer lease program in place.
- The continued use of 100% recycled paper.
- Ongoing preventative maintenance of infrastructure.
- Upgrades to infrastructure as opportunities arise, such as motion lighting sensors.

### Emissions and Offsets Summary

|   |            |
|---|------------|
| <b>Greenhouse Gas Emissions in calendar year 2013:</b>          |            |
| Total Emissions   | 814        |
| Total Emissions for Offsets                                     | 814        |
| <b>Adjustments to GHG Emissions Reported in Previous Years:</b> |            |
| Total Emissions   | 0          |
| Total Emissions for Offsets                                     | 0          |
| <b>Credit owing from PCT at end of 2012 reporting year:</b>     |            |
| Credit Owing  | 0          |
| <b>Total Emissions for Offsets for the 2013 Reporting Year:</b> | <b>814</b> |

2012 emissions = 910 tonnes of CO<sub>2</sub>

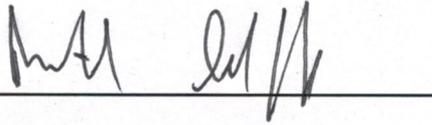
The University recorded an annual reduction of 96 tonnes of CO<sub>2</sub> between 2012 and 2013.

### 2014 and Future Plans

Ongoing planning and development of the new facility continues, with sustainability being a key element.

The University continues to engage the community in conversation and action around sustainability with the launch of the Creatives with Intent Project, spearheaded by several members of Faculty. The intent of this project is to understand all aspects of sustainability and impacts across the University, generate discussion and awareness that will lead to positive impacts as it relates to the University's carbon footprint.

The University continues to review current practices and infrastructure upgrades in an effort to reduce its carbon footprint.

A handwritten signature in black ink, appearing to read "Michael Clifford", written over a horizontal line.

Michael Clifford  
Vice-President, Finance & Administration

# 2013 Carbon Neutral Action Report (CNAR) - Part 2 ACTIONS

Created Wednesday, March 12, 2014

Updated Thursday, May 15, 2014

<https://fluidsurveys.com/surveys/cas-z/2013-cnar-form-bps-actions/dfffd7b2a5281683b70ab9eab178455b/>

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## Page 1

Please complete the following sections of the 2013 Carbon Neutral Action Report form. Save your work frequently to prevent it from being lost. You can also save a copy for your own use as either a WORD or PDF file using the buttons at the bottom of each page.

This is Part 2 of the Carbon Neutral Action Report form. This section reports on actions taken to reduce emissions during the 2013 calendar year. This information will be included in your final Carbon Neutral Action Report posted on the Ministry of Environment website.

When the form is complete press the submit button on the last page to automatically submit the information to the Climate Action Secretariat (CAS). Do not press submit before you are ready – this may result in a loss of work.

In addition to completing this survey (Part 1 2), you are required to submit your completed Overview (Executive Summary) and Self-Certification Checklist. The 2013 Overview template was included in the email sent and can also be found on the LiveSmart leaders Community.

Please ensure you meet the following reporting deadlines:

A DRAFT 2013 CNAR is due to CAS by March 31, 2014. The draft is comprised of the Overview ONLY (no executive sign-off required).

The FINAL 2013 CNAR is due to CAS by May 30, 2014. The final 2013 CNAR includes Part 1 Part 2 survey form and Overview.

The Self-Certification Checklist is due to CAS by May 15, 2014.

For more information about the Carbon Neutral Government process, please refer to *Becoming Carbon Neutral 2013*, or should you have any questions please contact [climateactionsecretariat@gov.bc.ca](mailto:climateactionsecretariat@gov.bc.ca).

Organization Name

*Emily Carr University of Art + Design*

**Actions Taken to Reduce Emissions**

1) Stationary Fuel Combustion, Electricity (Buildings):

Indicate which actions were taken in 2013:

Performed energy retrofits on existing buildings

*Yes*

Built or are building new LEED Gold or other "Green" buildings.

*Yes*

Undertook an evaluation of overall building energy use.

*Yes*

Please list any other actions taken to reduce emissions from Buildings:

*Completed Phase 3 of boiler upgrade and completed plumbing valve upgrade to isolate shut-off valves (isolated lines can now be individually drained when repairs are required, rather than draining the entire system).*

2) Mobile Fleet Combustion (Fleet and other vehicles):

Indicate which actions were taken in 2013:

Do you have a fleet?

*Yes*

Replaced existing vehicles with more fuel efficient vehicles (gas/diesel)

*No*

Replaced existing vehicles with hybrid or electric vehicles

No

Reduced the overall number of fleet vehicles

No

Took steps to drive less than last year

No

Please list any other actions taken to reduce emission from fleet:

*(No response)*

3) Supplies (Paper):

Indicate which actions were taken in 2013:

Used less paper than previous year

Yes

Used only 100% recycled paper

No

Used some recycled paper

Yes

Used alternate source paper (Bamboo, hemp, etc.)

No

Please list any other actions taken to reduce emissions from paper use:

*Promotion and increased use of online repository (Moodle) for Faculty to post assignments and other handout material. Currently using 100% recycled paper.*

Actions Taken to Reduce Emissions - continued

Explain how you plan to continue minimizing emissions in 2014 and future years:

*Recycling, including the following:*

*o composting within the cafeteria, staff lounge and by individual departments*

*o drink container recycling*

*o paper and cardboard recycling*

*o wood and metal recycling*

*o hazardous materials recycling*

*o toner cartridge recycling program*

*o recycling of electronic goods*

*Continued participation in the annual Earth Hour project.*

*48 videoconferencing meetings were conducted in 2013 using skype or blue jean technology. The Audio-Visual Department continues to promote and provide support for the use of this technology.*

*The use of services such as 'Car to Go' for employees to utilize when travelling to meetings in the local area.*

*Student union "re-use a mug" program. The student union has over 50 mugs available for use by the community in an effort to reduce disposable coffee cups, and have designated stations across campus where used mugs can be left. They are then picked up, washed and returned to the Re-use a mug wall for use.*

*Student union annual clothing swap.*

*Annual bottle free water day.*

*Bike loan program for staff available through Finance and provision of air pump and repair kits available on-site in an effort to promote biking to work.*

*Continued efforts to reduce paper consumption, for example, the use of Moodle, an online training and lecture portal, where Faculty can post notes and handouts online rather than paper copies in class.*

*Sourcing of local solid lumber for student projects which are harvested and milled in the lower mainland.*

*Sustainability blog and wall dedicated to conversations and initiatives around sustainability within the community, will provide a voice and exposure across the campus.*

*Two-sided printing default settings available on office printers.*

*Computer laboratory monitors are set to sleep mode for periods of time when not in use and computers in laboratories are shut down for at least 6 hours daily.*

*Computer lease program in place.*

*The continued use of 100% recycled paper.*

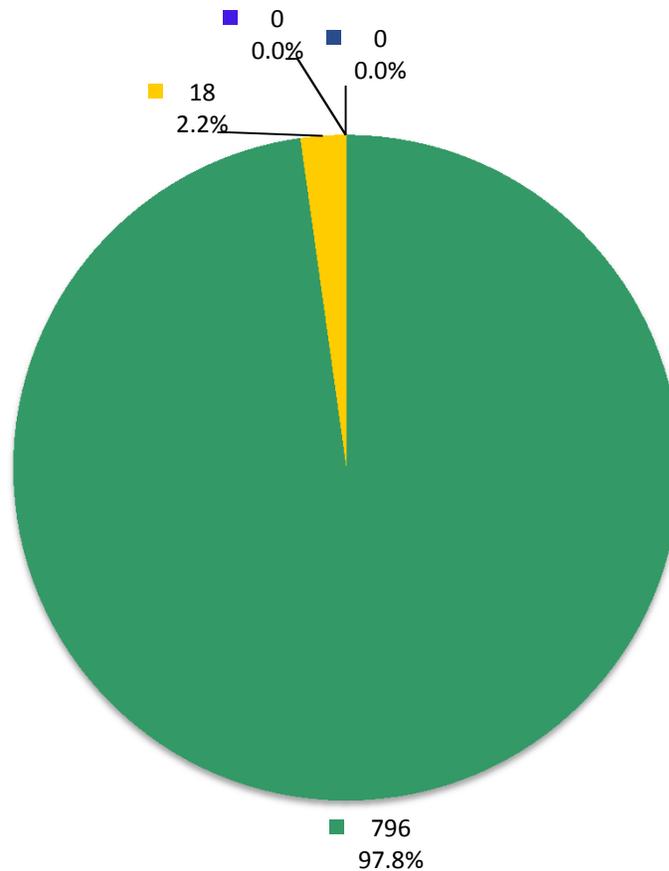
*Ongoing preventative maintenance of infrastructure.*

*Upgrades to infrastructure as opportunities arise, such as motion lighting sensors.*

If you wish to list any other "sustainability actions" outside of buildings, fleet, paper and travel check "yes". This reporting is optional.

No

## Emily Carr University of Art and Design Greenhouse Gas Emissions by Source for the 2013 Calendar Year (tCO<sub>2</sub>e\*)



**Total Emissions: 814**

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

### **Offsets Applied to Become Carbon Neutral in 2013 (Generated May 21, 2014 2:36 PM)**

Total offsets required: **814**. Total offset investment: **\$20,350**. Emissions which do not require offsets: **0** \*\*

\*Tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e) 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.