



British Columbia Securities Commission

2011 Carbon Neutral Action Report

Executive Summary

The BC Securities Commission (BCSC) is the independent provincial government agency responsible for administering the Securities Act. We protect and promote the public interest by fostering:

- A securities market that is fair and warrants public confidence
- A dynamic and competitive securities industry that provides investment opportunities and access to capital

Our 230 employees (220 FTEs) work from our 54,000 square foot downtown Vancouver office.

We pride ourselves on being a responsible corporate citizen, which includes minimizing our environmental impact. Our most significant impacts, and the steps we take to mitigate our carbon footprint, are as follows:

Office commutes

BCSC uses technology that enables telecommuting, which reduces the number of trips to and from our office. Our central location minimizes commuting distance and maximizes alternative transport options for employees and market participants. We also participate in Translink's Employer Pass Program to offer discounted annual transit passes to our employees.

Leased space

BCSC work requires that specific work functions be separated (e.g. enforcement and tribunal work), and as such requires adequate space to hold hearings and conduct investigations. We regularly review our space utilization. This year, we renovated to accommodate 15 new employees within our existing space.

Consumables

BCSC's primary consumables are electricity and paper. We work with other Canadian regulators to create national e-filing options for market participants to reduce paper consumption. When national systems do not exist, we create local solutions like the [e-services](#) system to enable paperless filing and payment. This year, we received over 7,000 submissions via e-services. BCSC is also working to reduce electricity demand by increasing employee awareness and pursuing green technologies like server virtualization. This year, we installed motion sensing light switches throughout our office space. Our landlord also installed a separate BC Hydro meter so we can benchmark and monitor our progress.

2011 Greenhouse Gas Emissions

Source	Value	Unit / type
Mobile Fuel Consumption (Fleet and other mobile equipment)	0	tonnes of CO ₂ e
Stationary Fuel Combustion and Electricity (Buildings)	179.11	tonnes of CO ₂ e
Supplies (Paper)	21.86	tonnes of CO ₂ e
Fugitive Emissions	0	tonnes of CO ₂ e
Total	200.00	tonnes of CO ₂ e

Offsets Applied to Become Carbon Neutral

BCSC purchased emission offsets to become carbon neutral for 2011.

Emission Reduction Activities

Actions Taken to Reduce Greenhouse Gas Emissions in 2011

- Renovated space to accommodate 7% more staff, eliminating the need to acquire and maintain additional space
- Installed 175 motion-sensing light switches throughout office
- Landlord installed separate Hydro meter so we can monitor our electricity use
- Participated in a landlord-run “zero-waste” program to reduce / divert building waste
- Increased videoconferencing capacity
- Implemented digital signature technology to reduce paper use
- Continued to buy energy star rated computers
- Continued to promote electronic pay stubs
- Encouraged staff to be green via tips and reminders on corporate intranet

Plans to Continue Reducing Greenhouse Gas Emission 2012-2014

- Continue to ask staff to close blinds at end of work day to reduce heating/cooling demands
- Explore desktop virtualization to reduce power consumption and desktop carbon footprint
- Continue encouraging staff to be green, by turning off monitors, lights in offices and boardrooms and by reducing printer and paper towel use
- Continue working with other Canadian securities regulators to redevelop our national filing systems so they accept filings electronically
- Include sustainability information in new employee orientation package

Paul Bourque, Executive Director
BC Securities Commission

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Actions Towards Carbon Neutrality

The actions listed below contribute to a reduction in greenhouse gas emissions from sources for which public sector organizations are responsible under the carbon neutral government regulation of the *Greenhouse Gas Reduction Targets Act*.

Action	Status (as of 12/31/11)	Performance to Date (as of 12/31/11)	Steps Taken in 2011	Steps Planned for 2012 -2014	Start Year	End Year
Mobile Fuel Combustion (Fleet and other mobile equipment)						
This section is either not applicable, not yet evaluated, or was completed before 2011						
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)						
Planning/management						
Enrol in a building energy benchmarking program (e.g., GREEN UP)	In Development			Property owner applying for LEED EB.	2012	2013
Reduce office space (square meters) per employee	Completed in 2011		Reduce office space by 0.614 square meter per employee.		2011	2011
Leased buildings						
Lease space with operations and maintenance performance labelling/certification (e.g., LEED EB:O&M)	In Development			Property owner to apply for LEED EB certification.	2012	2013
IT power management						
Implement server virtualization	Completed in 2011		Explore desktop virtualization to reduce power consumption and desktop carbon footprint.		2011	2011
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress		As needed, continued to buy energy star rated computers.	Continued to buy energy star rated computers.	2011	
Behaviour change program						
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Completed in 2011		Installed 175 units of occupancy sensors on four office floors.		2011	2011
Supplies (Paper)						
This section is either not applicable, not yet evaluated, or was completed before 2011						

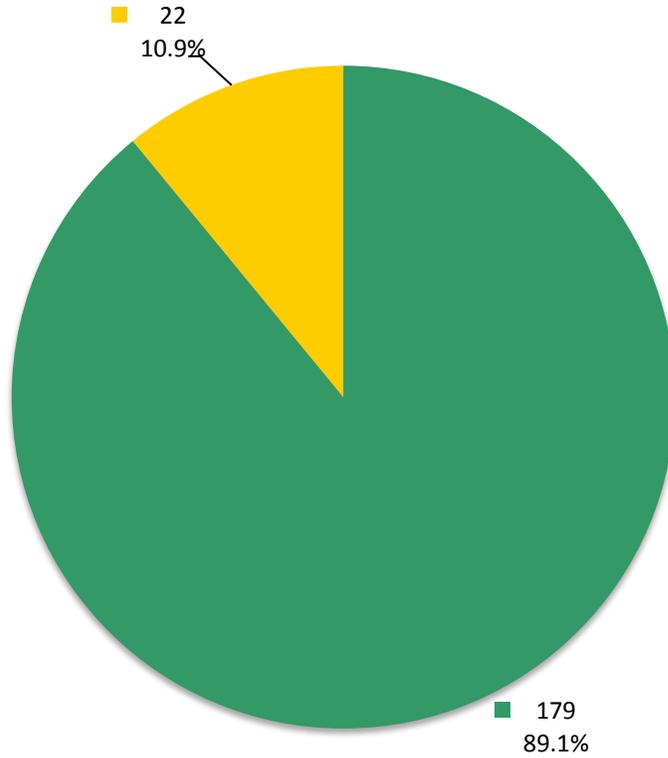
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Actions to Reduce Provincial Emissions and Improve Sustainability

The actions listed below contribute to a reduction in greenhouse gas emissions from sources that fall outside of the reporting requirements defined in the carbon neutral government regulation of the *Greenhouse Gas Reduction Targets Act*. Public sector organizations can optionally use this section to report on actions that will help British Columbia meet its provincial greenhouse gas reduction targets, engage the public, and improve environmental sustainability across all aspects of their organization.

Action	Status (as of 12/31/11)	Performance to Date (as of 12/31/11)	Steps Taken in 2011	Steps Planned for 2012 -2014	Start Year	End Year
Business Travel						
Virtual meeting technology						
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	Completed in 2011		Added video-conferencing unit in 11South Boardroom.		2011	2011
Behaviour change program						
Train staff in video-conferencing or provide technical support for video-conferencing set-up	Completed in 2011		Technical support for video-conferencing set-up is readily available from Help Desk.		2011	2011
Education, Awareness, and Engagement						
Staff Professional Development						
Support green professional development (e.g., workshops, conferences, training)	Ongoing/In Progress		Actively participates in property owner's GREEN AT WORK Team to all tenant representatives.	Continue to support and participate in GREEN AT WORK Team.	2010	No End Date (Continuous)
Staff awareness/education						
Provide green tips on staff website or in newsletters	Ongoing/In Progress		Encourage staff to be green via tips and reminders on corporate intranet.	Continue encouraging staff with green tips and reminders on corporate intranet.	2010	No End Date (Continuous)
Provide sustainability education during new staff orientation	In Development			Include sustainability information in new employee orientation package.	2012	No End Date (Continuous)
Other Sustainability Actions						
Waste reduction/diversion						
Put in place an operations policy to facilitate the reduction and diversion of building occupant waste from landfills or incineration facilities	Completed in 2011		Launch of new recycle bins in the kitchen to enhance sorting of garbage and leftover, thus, reducing the amount of solid waste sent to landfills. The new bins match the three components of waste streams: ORGANICS, RECYCLABLES, and NON-RECYCLABLES.		2011	2011
Indoor air quality						
Enforce a scent-free policy (e.g., no strong perfumes, deodorants, etc.)	Completed in 2011		Posted signage in the public reception area and all washrooms about our scent-free policy.		2011	2011

**British Columbia Securities Commission
Greenhouse Gas Emissions by Source
for the 2011 Calendar Year (tCO₂e*)**



Total Emissions: 201

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

■ Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2011 (Generated May 18, 2012 10:16 AM)

Total offsets required: **201**. Total offset investment: **\$5,025**. 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.