

Carbon Neutral Action Report Industry Training Authority

Executive Summary

The Industry Training Authority (ITA) was established in 2004 to manage the BC industry training apprenticeship system. The ITA's mandate is to provide oversight and leadership to ensure British Columbia's labour market needs are addressed through the development of effective standards, programs of training, assessment and system-wide quality assurance. To achieve this mandate the ITA works with a number of other organizations (e.g. industry training organizations and training providers). The ITA has approximately 50 staff and operates out of two leased offices (leases managed by ARES). The ITA does not maintain a vehicle fleet.

As a new agency, the 2009/10 fiscal year will be the first year that the ITA will participate in a carbon neutral program.

The majority of ITA's carbon neutral initiatives going forward will be focused in four areas:

- Reducing travel (including use of personal vehicles) by increasing the use of video and audio conferencing capabilities
 - Purchasing 100% recycled paper
 - Implementing strategies to reduce the carbon footprint of computer technology
 - Working with ARES to explore options to reduce emissions within a leased space
- Develop a staff awareness plan to motivate behavioural changes.

Part 1: Actions Taken to Reduce Greenhouse Gas Emissions in 2008

Overview

The 2009/10 will be the first fiscal the ITA participates in a formal carbon neutral action plan; however, the ITA has engaged in a number of actions (primarily in the use of computers) to reduce GHGs as standard office practices.

Part 2: Plans to Continue Reducing Greenhouse Gas Emissions 2009 -- 2011

Overview

The ITA's carbon neutral initiatives will be focused in the following areas:

- Reducing travel (including personal vehicles) by increasing the use of video and audio conferencing capabilities
- Purchasing 100% recycled paper
- Implementing strategies to reduce the carbon footprint of computer technology
- Work with ARES to explore options to reduce emissions within a leased space
- Develop a staff awareness plan to motivate behavioural changes

2.1 Stationary Fuel Combustion (including electricity)

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Replace # computers with EnergyStar models	Planned	Purchase Energy Star Computer equipment		Fiscal 2009/10
Utilize desk-top power management settings on computer	Planned	Set power management settings accordingly to save energy		Fiscal 2009/10
Migrate to a Storage Area Network (SAN) including VM (virtual machine) server infrastructure that utilizes blade server technology.	Planned			Fiscal 2009/10

2.2 Supplies

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Commit to use 100% recycled paper	In progress			
Initiate automatic double sided printing	In progress			
Restructure a process to use less paper	In progress			

2.3 Travel

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Install Video Conferencing facilities	In progress	Increase use of existing video and audio conferencing capabilities to decrease travel		Fiscal 2009/10

2.4 Employee Engagement

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
Increase employee awareness to impact behaviour	Planned		Incorporate this activity within the existing Quality Workplace Committee	Fiscal 2009

2.5 Sustainability Actions (others)

Action	Action Planned	Outcome/Performance Measure	Notes Clarifying Action Taken	Timeframe
ITADirectAccess	In Progress	Implementation of ITADirectAccess (on-line industry training management system) will result in a reduction of document printing and mail outs and may reduce the number of people travelling to the ITA office		Fiscal 2009