

BCLC - 2009 Carbon Neutral Action Report

Executive Summary

BCLC's tagline, "Playing it Right," captures our commitment to corporate social responsibility, which includes environmental sustainability. Our goal is to offer fun, innovative gambling experiences to our customers, while considering the impacts of our business on the people and communities of B.C. This includes considering our impact on the environment, and we are committed to finding creative ways of going beyond government requirements to build sustainability into our business.

2009 was a year of building our strategy for the future, while not losing sight of the actions we can take today. We hired a dedicated Environmental Sustainability Specialist to provide vision and direction not only to our carbon neutrality activities, but to our broader sustainability strategy as well. BCLC began to formalize how we manage our environmental impacts through corporate policy and employee recognition schemes, and our employee led Green Committee once again played an integral role in driving workplace sustainability at the grassroots level.

We continue to meet the environmental challenges of a geographically diverse workforce, with two corporate offices in Kamloops and Richmond, and field staff throughout B.C. In the Fall of 2010, BCLC's Richmond office will relocate to a new high LEED standard building in Vancouver, while our head office in Kamloops will undergo a comprehensive review to assess and improve its environmental performance. The ongoing introduction of hybrid powered vehicles to our corporate fleet is helping us manage and reduce emissions from our staff in the field.

Overviews

Actions Taken to Reduce Greenhouse Gas Emissions in 2009

In 2009 BCLC implemented a number of strategies to reduce our greenhouse gas emissions. For example, all new vehicles added to BCLC's corporate fleet are hybrid powered, and we continued our initiative to replace existing fleet vehicles with hybrid technology as lease terms expire. With fleet gas as the second highest source of emissions at BCLC, the improved fuel efficiency of hybrid vehicles, along with driving behaviour training for employees, has helped us address these emissions.

We began a major project to replace the aging HVAC system of our head office in Kamloops with a new system featuring industry-leading energy efficient technology. An array of 12 solar panels was also installed on the roof of the Kamloops office as part of a pilot project to explore renewable energy sources.

As always, the passion and innovation of our employees remained critical to our success. We launched a green recognition scheme to reward employees who went above and beyond to think and act sustainably. BCLC's employee-led Green Committee continued to engage all employees through many successful events, campaigns and internal "news" stories, and we launched an intranet site for employees dedicated to environmental sustainability.

Operational Changes in 2009

A great encouragement for us is that although BCLC's headcount and vehicle fleet grew in 2009, our reportable greenhouse gas emissions decreased by 58 Tonnes to 1618 Tonnes when compared to our 2008 performance. We have effectively reduced reportable emissions by 370Kg of CO₂ equivalent per FTE compared to 2008, the figure now being 1.9 Tonnes of CO₂ equivalent per FTE.

Both of our corporate offices are heated by burning natural gas. Despite an unusually cold and long winter in 2009, particularly around the Lower Mainland, BCLC's emissions from natural gas continued a downward trend from our 2007 baseline year.

Our vehicle fleet grew by 16 cars during 2009 compared to the end of 2008. Although we now run more vehicles, our emissions from gas decreased in 2009.

Although far less significant in terms of our overall emissions, BCLC's office paper use increased in 2009 resulting in one Tonne more emissions than 2008. Growth in our workforce and better data capture both contributed to the increase in paper use. Although paper used per FTE has decreased, our goal moving forward is to reduce our use of paper in real terms.

Plans to Continue Reducing Greenhouse Gas Emissions 2010 – 2012

In the coming two years, we have the opportunity to improve our environmental performance by addressing our operational footprint and by encouraging our employees to make green choices in their life in and outside of work. We also have the opportunity to engage with our customers, business partners and industry peers to influence more sustainable choices. We will continue to engage with our peers in the gaming industry through a cross-jurisdictional sustainability working group initiated in 2009 by BCLC, and as an Official Supporter of the Vancouver 2010 Winter Games, we plan to offset emissions related to our sponsorship as part of our commitment to the VANOC Carbon Partners initiative.

Our operational footprint ultimately begins in the places we work, and the relocation of our Richmond office to a high LEED standard building in Vancouver is Key to our medium-term emissions reduction. BCLC's new office in Vancouver will achieve a minimum of LEED Gold certification, and we anticipate savings in both electricity and natural gas use through the improved energy efficiency of the building. Our head office in Kamloops will also undergo an extensive needs assessment that will enable us to build a strategy for improving the building's energy and environmental performance over the coming years. We will also continue to explore the viability of alternative energy sources, such as geothermal and solar energy, for our Kamloops head office.

Reducing travel between our two corporate offices is another priority for us. As a Crown corporation, BCLC is not required to report on business travel. However, we are currently setting baselines for travel emissions and will use this information to actively pursue reductions over the next few years, particularly in inter-office travel, through enhanced use of videoconferencing and online meeting and collaboration tools such as WebEx.

BCLC fully supports the Province's target of decreasing greenhouse gas emissions by 33% by 2020, and we plan to reduce our own reportable operational emissions by 40% over the same period. This may be a challenging target for a growing business. However, we will aggressively pursue emissions reductions to meet our Shareholder's expectations.



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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 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Mobile Fuel Combustion (Fleet and other mobile equipment)							
Vehicle fuel efficiency							
Replace vehicles with more fuel-efficient models	Ongoing/In Progress	42	% of vehicles are fuel- efficient models	BCLC adopted a strategy to replace all fleet vehicles with hybrid type engine design as lease terms expire, or additional vehicles are requested.	We will continue to replace our vehicles with hybrid alternatives as the lease terms expire.	2008	No End Date (Continuous)
Replace larger vehicles with smaller models according to fleet "right-sizing" principles	Ongoing/In Progress	8	% of vehicles down-sized since start year indicated	BCLC assesses its vehicle types on an individual basis and "right-sizes" where appropriate as lease terms expire.	We will continue to right-size vehicles where appropriate as lease terms expire.	2008	No End Date (Continuous)
Perform regular fleet maintenance to improve fuel-efficiency	Ongoing/In Progress	100	% of vehicles are subject to regular maintenance for fuel efficiency	All vehicles receive regular maintenance checks as per their warranty. Our fleet management company partner provides vehicle history reports and prompts BCLC when maintenance checks are near due.	Regular maintenance checks as per warranty will continue.	2008	No End Date (Continuous)
Behaviour change program							
Provide fleet driver training to reduce fuel use	Ongoing/In Progress	99	% of current drivers are trained	BCLC utilized an on-line training program that addresses best practises for driving behaviours, including anti-idling awareness.	We will review the driver training programs offered by our new fleet management partner.	2009	No End Date (Continuous)
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Planning/management							
Enrol in a building energy benchmarking program (e.g., GREEN UP)	Ongoing/In Progress			BCLC undertook a BC Hydro Energy Opportunity Assessment of our corporate head office in Kamloops. The results of the assessment will be considered as part of a comprehensive review of our Kamloops building in 2010 (see "Establish energy performance baseline for owned buildings.")	An energy study will form part of the Kamloops building needs assessment	2009	2010
Reduce office space (square meters) per employee	Complete	11	is the current average rentable square meters per employee	No action taken in 2009. Our current standard is 4.22 square meters per workstation, 11.2 square meters per office.	No action has been planned for our Kamloops building. We will plan our new office space in Vancouver to ensure we make best use of the space available whilst pursuing a high LEED Commercial Interiors rating.	2010	2010
Owned buildings							
Establish energy performance baseline for owned buildings	In Development			No Action taken.	In 2010, BCLC will undertake a comprehensive building review of our Kamloops office that will assess critical systems, core construction and interior design. BCLC will develop a strategy to improve the energy and environmental performance of the building based on the results and recommendations of the review.	2010	2010
Incorporate a refrigerant management strategy into regular building management/maintenance to reduce fugitive emissions	Ongoing/In Progress			We began recording refrigerants and continued a high level maintenance scheme to reduce fugitive emissions.	All new HVAC equipment for our data centre upgrade employ non ozone depleting refrigerants. We seek to use HFC refrigerants with as low a Global Warming Potential as possible	2009	No End Date (Continuous)
Retrofitting owned buildings							

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Upgrade mechanical systems (heating, cooling, ventilation) during retrofits	Ongoing/In Progress			We launched a project to upgrade the HVAC system of our Kamloops head office with a new system that features industry-leading energy efficiency.	The Kamloops HVAC upgrade project will continue	2010	2012
Upgrade lighting systems during retrofits	Ongoing/In Progress			Ongoing	Ongoing	2010	2012
Upgrade/adjust control systems during retrofits	Ongoing/In Progress			Ongoing	Ongoing	2009	2012
Improve building insulation (including windows) during retrofits	Ongoing/In Progress			Ongoing	Ongoing	2009	2012
Install an on-site renewable energy demonstration project	Complete			We installed a pilot 2.1 kw array of 12 solar panels on the roof of our Kamloops Head Office. Power generated by the panels feed directly into the building's hydro grid. The panels are mounted on a "smart" tracker that automatically readjusts throughout the day to absorb the maximum amount of sunlight.		2009	2009
Leased buildings							
Establish energy performance baseline for leased buildings	In Development			Emissions generated by our leased buildings are measured and reported via SMARTTool.	We will establish an energy baseline for our new Vancouver facility, when we relocate in Fall, 2010, and will continue to report emissions performance via SMARTTool.	2010	2011
Lease space with operations and maintenance performance labelling/certification (e.g., LEED EB:O&M)	In Development				During Fall 2010, BCLC will relocate its current corporate office and warehouse spaces in Richmond to a new high LEED facility in Vancouver. Our new building will achieve a minimum LEED Gold certification for Core & Shell and Commercial Interior (CI). We will also review the benefits of pursuing LEED EB:OM standard for our new warehouse space.	2011	2011
Lease space with commercial interiors performance labelling/certification (e.g., LEED CI)	In Development				Our new building in Vancouver will achieve a minimum of LEED Gold certification for CI.	2010	2011
IT power management							
Install power management software which shuts down computers outside of regular business hours	In Development			No action taken	We will explore corporate power management solutions for our P.C. fleet.	2010	No End Date (Continuous)
Implement server virtualization	Ongoing/In Progress			We began to consolidate existing and new server equipment to increase the energy efficiency of our data centre and position ourselves to implement server virtualization.	We will continue to consolidate and virtualize our data centre infrastructure.	2009	No End Date (Continuous)
Apply auto-sleep settings on computer monitors and CPUs	Complete	100	% of computers have auto-sleep settings applied	All BCLC computers are imaged to include auto-sleep on monitors after 20 minutes.		2008	2009
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	In Development			BCLC began developing a policy for the removal of stand-alone print devices. Some multi-function machines have been introduced in both corporate offices.	We plan to implement the new policy to replace stand-alone printers with multi-function devices as appropriate.	2009	No End Date (Continuous)
Apply auto-sleep settings on printers, copiers, fax machines, and/or multi-function devices	Complete	100	% of devices have auto-sleep settings applied	Auto-sleep settings have been applied to all computers and printers		2009	2009
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress	94	% of computers are ENERGY STAR rated	All replacement computers are EnergyStar certified models	We will continue with our replacement plan until all computers are EnergyStar compliant. BCLC will also assess the value of adding a minimum EPEAT standard to computer purchasing criteria.	2009	No End Date (Continuous)

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Appliances and electronic devices							
Replace refrigerators with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress			Our fridge maintenance scheme requires all new refrigerators to be Energy Star models. We replaced two fridges with EnergyStar models in 2009.	We will continue to introduce EnergyStar models as appliances require replacement.	2008	No End Date (Continuous)
Replace other appliances or electronic devices with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress			Our maintenance scheme requires all replacement microwaves, etc to be Energy Star models.	We will continue to introduce EnergyStar models as appliances require replacement or additional appliances are required.	2008	No End Date (Continuous)
Behaviour change program							
Help staff reduce personal energy use through "workstation tune-ups"	In Development			No action taken in 2009.	BCLC plans to run a pilot study that will review current workstation practices and software settings to determine behavioural and software improvements.	2010	2011
Provide reminders for turning off lights (e.g., signs, stickers, messages)	In Development			No action taken in 2009.	We plan to introduce "Switch off" stickers as part of ongoing awareness initiatives around energy use.	2010	2011
Other Stationary Fuel Combustion and Electricity Actions							
Install energy-efficient window blinds	Ongoing/In Progress			We continued to install energy-efficient Greenguard certified Shear Weave window blinds in our Kamloops office. Shear Weave blinds insulate external windows from temperature transfer while allowing natural light to permeate the building.	Greenguard blinds will continue to be installed in BCLC's Kamloops office as existing blinds reach end of life and during building upgrades.	2008	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 30% post-consumer recycled paper	Ongoing/In Progress	30	% of total paper purchased contains 30% recycled content	We continued to purchase recycled content paper	We will continue to look for opportunities to purchase 100% post-consumer recycled paper.	2008	No End Date (Continuous)
Purchase 100% post-consumer recycled paper	Ongoing/In Progress	70	% of total paper purchased contains 100% recycled content	We continued to purchase recycled content paper	We will continue to look for opportunities to purchase 100% post-consumer recycled paper.	2008	No End Date (Continuous)
Printer/document settings							
Switch networked printers and photocopiers to automatic double-sided	Complete	100	% of network printers or photocopiers are set to automatic double-sided	The project to switch to print double sided as standard was completed		2008	2009
Electronic media in place of paper							
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development			BCLC employees continue to use collaborative tools such as SharePoint. We will also introduce WebEx in 2010 to reduce inter-office travel for meetings and training.	BCLC plans to partner with the employee-led Green Committee to significantly promote WebEx in 2010 as a tool for reducing inter-office travel for meetings and training.	2010	No End Date (Continuous)
Post materials online that were previously printed	Complete			BCLC's 2008/09 Annual Service Plan Report was made publicly available on bclc.com and, for the first time, bound hard copies of the report were not printed. We do print hard copies on an individual basis if requested by a member of the public. We plan to continue this approach for future years.		2009	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	Complete			No action taken as electronic notification was implemented in 2004		2004	No End Date (Continuous)

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Behaviour change program							
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	In Development			Our IT team initiated a project to provide a web conferencing system for us	All BCLC employees who submit a request for a WebEx account to collaborate and meet online are provided with thorough WebEx training.	2009	No End Date (Continuous)
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	In Development			Meeting room upgrades included the installation of projectors and data points to allow laptop computers to be plugged in.	We plan to deliver paper reduction awareness campaigns as part of our environmental sustainability plan. Paper reduction campaigns will be run periodically on an ongoing basis.	2010	No End Date (Continuous)
Other Paper Supplies Actions							
100% recycled paper to be standard spec for print/copy stations. All machines to be set for duplex function as a default setting to ensure printing on both sides of copy.	Ongoing/In Progress	100	100% recycled paper is standard spec for print/copy stations. All machines are set for duplex function as a default setting to ensure printing on both sides of copy	100% recycled paper has replaced virgin and 30% recycled content as a standard. 30% content has been reserved for print jobs that require a high degree of clarity on the print surface.	We will continue to look for options to utilize 100% recycled paper as a standard, and work with the Green Committee to promote a "paperless" environment to reduce paper consumption.	2009	No End Date (Continuous)
Confidential waste disposal	Ongoing/In Progress			Our Kamloops building participated in the Shred-It shredding and recycling program which saved 120 trees from destruction in 2009.	We will continue with the Kamloops based Shred-it scheme and investigate recycling options for confidential wastes for our new Vancouver building	2008	No End Date (Continuous)

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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 12/31/09)	Performance to Date (as of 12/31/09)		Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Business Travel							
Virtual meeting technology							
Install web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	In Development				BCLC is currently seeking new web conferencing systems, which we will introduce company-wide in conjunction with the relocation of our Richmond office to a new high Led certified facility in Vancouver.	2009	2010
Make desktop web-cameras available to staff	In Development			No action taken in 2009	BCLC is exploring the use of employee web cameras as part of our implementation of WebEx for online meeting and collaboration.	2009	No End Date (Continuous)
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	Ongoing/In Progress	70	% of meeting rooms have access to video-conferencing equipment	Meeting rooms continued to be upgraded with built in video-conferencing or data ports provided to allow portable video conferencing unit connection	We will continue to enhance our video-conferencing technology to increase connectivity between our two corporate offices.	2008	2012
Behaviour change program							
Train staff in web-conferencing	In Development			No action taken in 2009	All BCLC employees who open a WebEx account to collaborate and meet online are provided with thorough WebEx training.	2010	2010
Train staff in video-conferencing or provide technical support for video-conferencing set-up	Ongoing/In Progress	25	% of staff are trained in video-conferencing or have access to technical support	Formal training sessions were held for staff, and step-by-step instructions for our video-conference units were posted in meeting rooms.	We will continue offering training sessions to allow staff to effectively use video-conferencing units	2009	2010
Encourage carpooling to meetings	In Development			Our Corporate Security and Compliance Division encouraged carpooling in Corporate vehicles as opposed to flying or taking separate vehicles for attendance at a December 2009 meeting in Vancouver.	We plan to incorporate ride share information in to an holistic business travel process.	2010	2012
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	In Development			BCLC celebrated Bike to Work Week in May 2009, encouraging staff to leave their vehicles at home. Our employee Green Committee also held a special event for international Car Free day in September 2009, when 105 staff participated by walking, running, biking or taking public transit to work.	We plan to incorporate alternative travel information in to an holistic business travel process	2010	2012
Other Business Travel Actions							
Car commute awareness	In Development			No action taken in 2009	The Green Committee has planned an 'offset your commute' event for 2010 where staff will be encouraged to provide a donation for parking. Donations will be used to purchase carbon credits and trees to zeroscape a dedicated parking stall.	2010	2010
Education, Awareness, and Engagement							
Team-building							
Create Green, Sustainability, Energy Conservation, or Climate Action Teams with executive endorsement	Complete			BCLC's Green Committee has a large membership with strong executive endorsement.	The Green Committee will continue to work with BCLC's Environmental Sustainability Specialist to run grassroots education and awareness campaigns	2004	2009

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Action	Status (as of 12/31/09)	Performance to Date (as of 12/31/09)	Steps Taken in 2009	Steps Planned for 2010 -2012	Start Year	End Year
Provide resources and/or dedicated staff to support teams	Complete		In 2009 BCLC hired a full time Environmental Sustainability Specialist to develop and implement an environmental strategy that includes providing support to the business functions	The Environmental Sustainability Specialist will continue to implement the strategy and provide support to the business.	2009	2009
Providing behaviour change education/training to teams (e.g., community-based social marketing)	Ongoing/In Progress		The Green Committee delivers a number of education and awareness campaigns each year. Highlights from 2009 include education on composting, vermicomposting, waste reduction, carbon emissions reduction through alternate transportation and consumer choices.	The Green Committee is launching the BCLC "10:10 Eco-Challenge," which encourages employees to reduce their carbon emissions by 10% in 2010. Each month information and awareness on various topics and their effect on climate change will be delivered to staff via the BCLC intranet.	2007	2010
Awards/Recognition						
Establish a sustainability/green awards or recognition program	Complete		An employee green award "A Shade Deeper" (to fit with BCLC's internal "Shades of Green" sustainability brand) was launched in December 2009. Awards were presented to individual employees and teams who demonstrated excellence in the broad categories of Use Less, Emit Less or Waste Less. The initial rewards recognised past achievements, while future awards will be presented every 3-4 months. Employees may nominate their peers and an internal review team that includes representatives from executive and HR will decide on recipients. Awards given are from sustainable sources and support small local businesses.	We will continue to run 'A Shade Deeper' alongside our existing recognition scheme to establish its value to our employees and the corporation. We will review the initiative in 2011 and decide if the awards should be brought in to the HR recognition scheme or remain independent	2009	No End Date (Continuous)
Staff Professional Development						
Support green professional development (e.g., workshops, conferences, training)	Ongoing/In Progress		Our Environmental Sustainability Specialist attended Canadian Standards Association training on Greenhouse Gas inventories and reporting as well as numerous webinars and tele-conferences to support professional development	We will run a workshop facilitated by the David Suzuki Foundation in March 2010 to review Green Committee progress and identify areas of priority for 2010/11 fiscal year.	2009	No End Date (Continuous)
Include green options in employee performance measurement system	In Development		Specific employees are including Carbon Neutral projects and related goals on their performance plans	No formal action planned at this time, however, this may be reviewed as part of the development of BCLC's wider Corporate Social Responsibility initiative.	2009	No End Date (Continuous)
Staff awareness/education						
Provide education to staff about the science of climate change	Ongoing/In Progress		We held screenings of the critically acclaimed 'Age of Stupid' drama/documentary in Richmond and Kamloops. More than 40 employees attended the screenings. The BCLC Environmental Sustainability Specialist facilitated post screening dialogue for the Kamloops showing via video-conference from Richmond.	The Green Committee is launching the BCLC "10:10 Staff Eco-Challenge," which encourages employees to reduce their carbon emissions by 10% in 2010. Each month information and awareness on various topics and their effect on climate change will be delivered to staff via the BCLC intranet	2009	No End Date (Continuous)
Provide education to staff about the conservation of water, energy, and raw materials	Ongoing/In Progress		The Green Committee posted several articles on BCLC's intranet, "YAK," that addressed conservation of water, energy and raw materials.	The Green Committee is launching the BCLC "10:10 Eco-Challenge," which encourages employees to reduce their carbon emissions by 10% in 2010. Each month information and awareness on various topics and their effect on climate change will be delivered to staff via the BCLC intranet	2009	No End Date (Continuous)

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Provide green tips on staff website or in newsletters	Ongoing/In Progress		<p>BCLC's Green Committee delivers ongoing tips and information to employees on BCLC's intranet, "YAK." 2009 highlights include:</p> <ul style="list-style-type: none"> - Local foods lunch and awareness event delivered to staff in April 2009 to promote the health, community and environmental benefits of local eating. - In May 2009 a YAK article was posted detailing the benefits of composting to mark the launch of coffee grounds composting at BCLC. - In September 2009 the Green Committee held a "Surf and Turf" education series where employees learned about the Vanaqua Ocean Wise program and sustainable seafood, as well as the effectiveness of "vermicomposting," or worm composting. The Green Committee distributed over 40 worm composters to employees for home use. - In December another YAK article was posted on how to celebrate Christmas in an environmentally sustainable way, and the Green Committee agreed to collect old Christmas cards after the Christmas season so these cards could be creatively reused in future years. 	An Earth Hour YAK article will encourage our employees to join the lights off campaign. An education campaign will precede a local foods event held at BCLC in Spring along with the launch of BCLC's 10:10 Eco-Challenge (reduce carbon emissions by 10% in 2010). BCLC also plans to support clean air day with a article supporting Bike to Work Week events (May 31 to June 6) and promoting the use of alternate transit. The Green Committee will also promote Waste Reduction Week, Buy Nothing Day and eco friendly Christmas through education and awareness on YAK.	2009	No End Date (Continuous)
Provide sustainability education during new staff orientation	Ongoing/In Progress		New employees are told about the Green Committee and other employee committees at BCLC (such as United Way, etc.) during the new employee orientation session.	We will develop a revised format for the new employee orientation session that includes input from BCLC's Environmental Sustainability Specialist.	2009	No End Date (Continuous)
Other Education, Awareness, and Engagement Actions						
Waste reduction awareness	Ongoing/In Progress		In May 2009, the Green Committee began a grassroots coffee station composting program, where volunteers collected office coffee grounds to divert them from the landfill for use in personal gardens and composts. During Waste Reduction Week, the Green Committee held a waste reduction awareness campaign, including "litterless lunch," where employees were encouraged to use reusable dishes and cloth napkins for a chance to win prizes.	Continue to identify waste reduction education opportunities. Build waste reduction in to 10:10 Eco-Challenge.	2009	No End Date (Continuous)
Become a VANOC Carbon Partner	Complete		As part of the VANOC Carbon Partner initiative, BCLC committed to offset emissions from our sponsorship of the Vancouver 2010 Winter Games.	We will reconcile the emissions estimates we provided to VANOC and offset emissions from activities stemming from our sponsorship of the Vancouver 2010 Winter Games.	2009	2010
Other Sustainability Actions						
Water conservation						
Establish a water conservation strategy which includes a plan or policy for replacing water fixtures with efficient models	Ongoing/In Progress		All new and replacement water usage devices, toilets, taps, etc. are low flow and touchless technology	We will undertake a full building review at Kamloops to assess all systems. We will then plan the implementation of recommendations over subsequent years.	2009	No End Date (Continuous)
Put in place a potable water management strategy to reduce potable water demand of building-level uses such as cooling tower equipment, toilet fixtures, etc. and landscape features	Ongoing/In Progress		No action taken during 2009. All of the outdoor landscaping is xeriscape. Cooling water is a closed loop system. All new and replacement water usage devices, toilets, taps, etc. are low flow and touchless technology	We will undertake a full building review at Kamloops to assess all systems. We will then plan the implementation of recommendations over subsequent years.	2010	No End Date (Continuous)
Introduce a stormwater management landscape strategy (e.g., vegetated roofs, permeable paving, rain gardens, bioswales)	In Development		No Action Taken.	We will undertake a full building review at Kamloops to assess all systems. We will then plan the implementation of recommendations over subsequent years.	2010	No End Date (Continuous)
Waste reduction/diversion						

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Put in place an operations policy to facilitate the reduction and diversion of building occupant waste from landfills or incineration facilities	Ongoing/In Progress		We have a comprehensive recycling program of wastes that includes paper, cardboard, plastics, cans and in Kamloops, kitchen wastes	We will continue with current strategies and also audit our waste streams in Richmond and Kamloops to identify opportunities to reduce our waste even more.	2009	No End Date (Continuous)
Implement a hazardous waste reduction and disposal strategy	Ongoing/In Progress		All corporate electronics including batteries are recycled at the end of their life. Paints and fluorescent lamps are also safely recycled.	We will continue with current strategies and also audit our waste streams in Richmond and Kamloops to identify opportunities to reduce our waste even more.	2009	No End Date (Continuous)
Building construction, renovation, and leasing						
Establish a policy to reuse materials where possible and divert construction and demolition debris from landfills and incineration facilities	Ongoing/In Progress		Our Facilities teams continue to embrace a "landfill as a last resort" approach, and make every effort to recycle all construction materials.	We will undertake a full building review of our Kamloops facility to assess all systems and embrace available certification levels. Following the review we will plan implementation of recommendations over subsequent years. Once the review is complete an appropriate strategy regarding construction and discarded materials will be developed.	2010	No End Date (Continuous)
Indoor air quality						
Incorporate low volatile organic compounds (VOCs) standards into procurement policy for products such as paints, carpets, and furniture	Ongoing/In Progress		We actively purchased low VOC materials.	We will continue with current activity	2009	No End Date (Continuous)
Commuting to and from home						
Introduce telework/work from home policy	In Development		BCLC developed a home work policy for employees working in Metro Vancouver during the Vancouver 2010 Winter Games.	Implement home working policy during 2010 Winter Games	2009	2010
Offer staff a compressed work week	Complete		Our Earned Time Off program allows employees to accrue additional hours to enable shorter work weeks to be taken		2009	2009
Encourage commuting by foot, bicycle, carpool or public transit	Ongoing/In Progress		BCLC offered discounted transit pass to employees in both corporate offices, through arrangements with BC Transit and Translink.	In Fall 2010, BCLC will relocate its Richmond office to a new high LEED certified facility in Vancouver. The facility was selected in part due to its accessibility to public transit and walking trails, and BCLC plans to explore options for encouraging employee commuting via alternative transportation.	2009	2011
Provide shower or locker facilities for staff/students who commute by foot or by bicycle	Ongoing/In Progress		Shower and change facilities are available to employees in both our corporate offices. In 2009, five additional shower stalls were constructed in the Kamloops office.	In Fall 2010, BCLC will relocate its Richmond office to a new high LEED certified facility in Vancouver, which will include shower and change facilities for BCLC employees.	2009	No End Date (Continuous)
Provide secure bicycle storage	Ongoing/In Progress		A 16 stall bike barn was constructed in our Kamloops head office.	In Fall 2010, BCLC will relocate its Richmond office to a new high LEED certified facility in Vancouver, which will include bicycle storage facilities.	2009	No End Date (Continuous)
Modify parking fees or parking availability for staff/students	Ongoing/In Progress		We dedicated four optimal parking stalls at our Kamloops head office for carpools only.	In Fall 2010, BCLC will relocate its Richmond office to a new high LEED certified facility in Vancouver. Reserved parking for carpool vehicles will be introduced at the new building.	2009	No End Date (Continuous)