



School District No. 40 (New Westminster)

2010 Carbon Neutral Action Report

Executive Summary

School District No. 40 (New Westminster) continues to actively work towards carbon neutrality. The School District believes that all stakeholders play a key role individually and collectively in this endeavour. The Board believes district staff has a responsibility to ensure that every effort is made to conserve energy and natural resources while exercising sound financial management. We believe each employee, student and school volunteer, should be encouraged to actively participate in district sustainability programs to the point that acting in a sustainable manner will be “second nature” for everyone.

A handwritten signature in blue ink, appearing to read "Brian Sommerfeldt", is written over a horizontal line.

Brian Sommerfeldt, Secretary Treasurer

2010 Greenhouse Gas Emissions

- 2010 Greenhouse Gas (GHG) Emissions: 2005.6 tonnes of CO₂e

Offsets Applied to Become Carbon Neutral in 2010

- As required by section 5 of the Carbon Neutral Government Regulation, .41 tonnes CO₂e of emissions resulting from the operation of heavy duty maintenance vehicles of were reported as part of our greenhouse gas emissions profile in 2010. However, they were not offset as they are out- of-scope under section 4(2)(c) of the Carbon Neutral Government Regulation.
- Total emission offsets have been applied to become carbon neutral for 2010.

Actions Taken to Reduce Greenhouse Gas Emissions in 2010

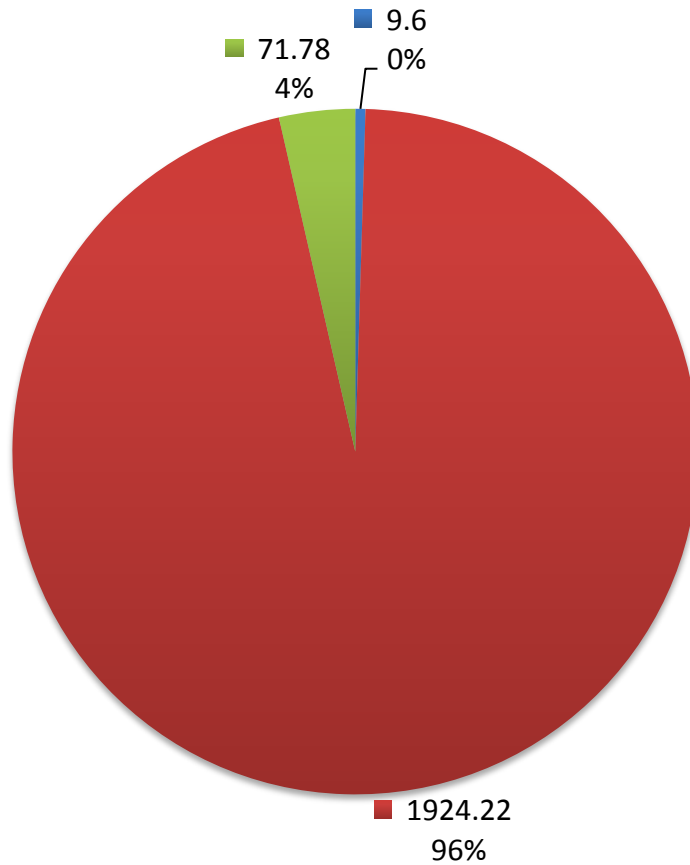
- Lighting upgrades completed at 2 elementary schools.
- Replacement of stand-alone print devices with multi-function units
- Replacement of maintenance vehicles with vehicles that consume bio-diesel.
- Electronic distribution of meeting materials.
- Public documents available electronically through the school district's web site.
- Implementation of electronic pay statements for employee groups.
- Recycling programs in place throughout the district.
- Electronics recycling program in place throughout the district.
- Anti-idling policy for school district maintenance vehicles.
- Implementation of regular fleet maintenance schedule.

Plans to Continue Reducing Greenhouse Gas Emissions 2011 – 2013

- Secure funding and complete HVAC upgrades at 2 schools.
- Introduction of energy management software on computers.
- Introduction of default duplex printing on print devices.
- Employee awareness campaigns on energy conservation to change practice/behaviour.

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Greenhouse Gas Emissions by Source for the 2010 Calendar Year (tCO₂e*)



Total Emissions: 2005.6

- Mobile Fuel Combustion (Fleet and other mobile equipment)
- Stationary Fuel Combustion and Electricity (Buildings)
- Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2010

Total offsets purchased: **2005.19**. Total offset investment: **\$50,129.75**. Emissions which do not require offsets: **0.41** **

*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.

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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 12/31/10)	Performance to Date (as of 12/31/10)		Steps Taken in 2010	Steps Planned for 2011 -2013	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	50	% of vehicles are fuel- efficient models	Replaced 3 vehicles with newer, fuel-efficient models	Replace at least another 2 vehicles	2009	2013
Perform regular fleet maintenance to improve fuel-efficiency	Completed in 2010	100	% of vehicles are subject to regular maintenance for fuel efficiency	Schedule of regular fleet maintenance has been established		2009	No End Date (Continuous)
Behaviour change program							
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	Completed in 2010	100	% of drivers who have been trained on anti-idling policy	Anti-idling signs set up at key locations	Continue to identify key locations	2008	2010
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Complete energy retrofits on existing, owned buildings	Ongoing/In Progress	45	% of owned buildings have undergone energy retrofits since start year indicated	Upgrade lighting at additional 2 school sites.	Develop plan for lighting upgrades and identified funding sources.	2009	No End Date (Continuous)
IT power management							
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Completed in 2010	34	% reduction in printers, copiers, and/or fax machines since start year indicated	Completed review of print devices throughout the school district and replaced old equipment with MFD's.		2010	2010
Supplies (Paper)							
Electronic media in place of paper							
Switch to an electronic payroll notification system in place of paper pay stubs	Completed in 2010	100	% of employees receiving electronic pay statements	All employees are now receiving electronic pay statements		2009	2010
Behaviour change program							
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	Ongoing/In Progress			All board meeting materials distributed electronically. Materials for other meetings distributed electronically whenever possible.	Continue to expand electronic distribution of meeting materials to include all meetings.	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 12/31/10)	Performance to Date (as of 12/31/10)	Steps Taken in 2010	Steps Planned for 2011 -2013	Start Year	End Year
Business Travel						
Behaviour change program						
Encourage staff to consider virtual attendance/presentation at events where possible	Ongoing/In Progress		Use of teleconferencing is encouraged.	Continue to promote use of teleconferencing and other electronic media for attendance at meetings.	2008	No End Date (Continuous)
Encourage carpooling to meetings	Ongoing/In Progress		Staff encouraged to car pool to meeting, where possible.	Continue to promote awareness of car pooling to meetings.	2008	No End Date (Continuous)
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	Ongoing/In Progress		Staff encouraged to use transit to travel, where possible.	Continue to promote use of transit to travel to meetings.	2008	No End Date (Continuous)