



Community Living British Columbia (CLBC) actively promoted “green ideas” to all staff through its Go Green Committee and network of Go Green office leads located throughout the province. CLBC also maintains a website (www.communitylivingbc.ca/about/go-green/) that promotes a variety of ways to help staff to think about different ways to reduce our carbon footprint.

2011 Greenhouse Gas Emissions:

The total 2011 emissions were 675 tonnes.

The total 2011 offsets were 672 tonnes.

Offsets Applied to Become Carbon Neutral in 2011:

Total emission offsets of \$17,000 have been applied to become carbon neutral for 2011. As there was an overpayment of 422 tonnes in 2010, payment was made for 250 tonnes in 2011.

Emissions Reduction Activities:

The primary focus of CLBC’s emission reduction activities was through the use of Go Green office leads that conducted “Go Green” audits in each office and coordinated environmentally friendly work practices. This will be augmented by the production of a video that will highlight simple, yet effective strategies to promote environmentally friendly practices.

CLBC also offers a GoodLife program for its staff who can earn redeemable points. A component of this program encourages staff to promote carbon neutrality. Examples include recycling and taking the stairs. Participation has increased by 30% since 2010.

CLBC remains committed to being carbon neutral; this is in keeping with its vision of enabling adults with developmental disabilities to lead “good lives in welcoming communities”. During the next three years, CLBC will continue to focus its climate action strategies on reducing staff travel, improving communication technologies and supporting its network of “go green” office leads to promote environmentally friendly work practices.

Visit www.communitylivingbc.ca/about/go-green/ for more information about CLBC’s approach to carbon neutrality.

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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)							
Vehicle fuel efficiency							
Replace vehicles with more fuel-efficient models	Ongoing/In Progress	58	% of vehicles are fuel- efficient models	No new purchases	All new vehicles purchased will be Hybrid if they meet the needs of the local community office	2007	No End Date (Continuous)
Perform regular fleet maintenance specifically to improve fuel-efficiency	Ongoing/In Progress	100	% of vehicles are subject to regular maintenance for fuel efficiency	PHH system monitored for vehicle maintenance. Reminders issued to staff to ensure regular maintenance on vehicles is performed.	Office green leads to encourage; regular communication from Manager of Facilities and Administration as a reminder to staff.	2007	No End Date (Continuous)
Behaviour change program							
Provide fleet driver training to reduce fuel use	In Development			Continued to review approaches taken by other organizations	Go green video being produced will support this message.	2010	No End Date (Continuous)
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	In Development				Go Green Leads raise awareness of this issue	2009	No End Date (Continuous)
Encourage carpooling in fleet vehicles	Ongoing/In Progress			Office green leads encourage staff to consider this option. Managers monitor travel expenses.	Continued monitoring of travel expenses	2009	No End Date (Continuous)
Promote alternatives to fleet vehicle travel where possible (e.g., bicycles, public transit, walking)	Ongoing/In Progress			Office green leads encourage staff to consider these options. Bus pass subsidy available.	Develop organizational wide challenges to encourage alternatives to fleet vehicle travel.	2006	No End Date (Continuous)
Stationary Fuel Combustion, Electricity and Fugitive Emissions (Buildings)							
Leased buildings							
Establish energy performance baseline for leased buildings	Ongoing/In Progress			ARES Technical Standards are updated in consideration of high performance green building performance.	Further discussion is required with ARES as we negotiate new leases.	2010	No End Date (Continuous)
Lease space with operations and maintenance performance labelling/certification (e.g., LEED EB: O&M)	Ongoing/In Progress			ARES Technical Standards are updated in consideration of high performance green building performance.	Further discussion is required with ARES as we negotiate new leases.	2010	No End Date (Continuous)
Lease space with commercial interiors performance labelling/certification (e.g., LEED CI)	Ongoing/In Progress			ARES Technical Standards are updated in consideration of high performance green building performance.	Further discussion is required with ARES as we negotiate new leases.	2010	No End Date (Continuous)
Lease space in buildings with new construction performance labelling/certification (e.g., LEED NC)	Ongoing/In Progress			ARES Technical Standards are updated in consideration of high performance green building performance.	Further discussion is required with ARES as we negotiate new leases.	2010	No End Date (Continuous)
Develop a green lease policy that requires green features to conserve energy be included in all lease negotiations	Ongoing/In Progress			ARES Technical Standards are updated in consideration of high performance green building performance.	Further discussion is required with ARES as we negotiate new leases.	2010	No End Date (Continuous)
IT power management							
Implement server virtualization	Ongoing/In Progress	48	% of servers have been virtualized since start year indicated	New infrastructure project started to completely refresh servers.	Complete infrastructure project to get to 99% virtualization	2009	No End Date (Continuous)

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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
Apply auto-sleep settings on computer monitors and CPUs	Completed in 2011	100	% of computers have auto-sleep settings applied	All workstations have auto-sleep settings		2009	No End Date (Continuous)
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices	Ongoing/In Progress	5	% reduction in printers, copiers, and/or fax machines since start year indicated	5% reduction in fax machines only.	Continue replacing fax machines with copier add-on fax capability	2011	No End Date (Continuous)
Replace computers with ENERGY STAR models during regular computer upgrades	Ongoing/In Progress			New computers are ENERGY STAR models	New purchases are ENERGY STAR rated.	2005	No End Date (Continuous)
Appliances and electronic devices							
Replace refrigerators with ENERGY STAR models or source ENERGY STAR models for future purchases	Ongoing/In Progress			No new purchases of refrigerators	New purchases are ENERGY STAR rated.	2005	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			No new purchases of appliances	New purchases will be ENERGY STAR rated.	2005	No End Date (Continuous)
Replace desk lamp incandescent bulbs with compact fluorescent (CFL) bulbs or source more efficient desk lamps for future purchases	Ongoing/In Progress			Office Green Leads encourage	Office Green Leads to encourage replacement.	2010	No End Date (Continuous)
Behaviour change program							
Help staff reduce personal energy use through "workstation tune-ups"	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage. Incorporate into Go Green video	2008	No End Date (Continuous)
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage. Incorporate into Go Green video	2008	No End Date (Continuous)
Ask staff to close blinds at end of work day to reduce heating/cooling demands	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage.	2008	No End Date (Continuous)
Encourage staff to use air dry setting on dishwashers	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage	2008	No End Date (Continuous)
Provide tips to staff on saving energy in the office while working outside of regular business hours	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage	2008	No End Date (Continuous)
Encourage use of stairs instead of elevators	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage. Incorporate into GoodLife program for bonus points.	2008	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage. Incorporate into GoodLife program for bonus points.	2008	No End Date (Continuous)
Promote hot water conservation	Ongoing/In Progress			Part of Green Lead audit checklist	Office green leads to encourage.	2008	No End Date (Continuous)
Supplies (Paper)							
Paper Type							
Purchase 30% post-consumer recycled paper	Ongoing/In Progress			Office green leads encourage this.	Paper procurement will be tracked through SmartTool.	2008	No End Date (Continuous)
Purchase 40% post-consumer recycled paper	Ongoing/In Progress			Office green leads encourage this.	Paper procurement will be tracked through SmartTool.	2008	No End Date (Continuous)

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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
Purchase 100% post-consumer recycled paper	Ongoing/In Progress			Office green leads encourage this.	Paper procurement will be tracked through SmartTool.	2008	No End Date (Continuous)
Printer/document settings							
Switch networked printers and photocopiers to automatic double-sided	Ongoing/In Progress	100	% of network printers or photocopiers are set to automatic double-sided	Network printers set to automatic double siding.	All new printers will have ability to be set to automatic double siding	2009	No End Date (Continuous)
Electronic media in place of paper							
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Completed in 2011	100	% of staff workstations with software installed	Completed		2010	2011
Use electronic document library for filing common documents	Ongoing/In Progress			New CLBC Intranet used to file documents electronically	Better organization and easier navigation of Intranet	2010	No End Date (Continuous)
Post materials online that were previously printed	Ongoing/In Progress			New CLBC Intranet used to file documents electronically	Better organization and easier navigation of Intranet	2010	No End Date (Continuous)
Behaviour change program							
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Ongoing/In Progress	90	% of staff currently have received collaborative software training	New employees trained in use of software with access to Regional Leads	Continued training as required.	2006	No End Date (Continuous)
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	Ongoing/In Progress			Office green leads encourage this.	Office green leads to encourage.	2007	No End Date (Continuous)
Encourage re-use of scrap paper	Ongoing/In Progress			Office green leads encourage this.	Office green leads to encourage.	2007	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 12/31/11)	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 web-conferencing software (e.g., Live Meeting, Elluminate, etc.)	Ongoing/In Progress	60	% of computers have web-conferencing software installed	New laptops have web conferencing software.	Future purchases to have web conferencing software.	2009	No End Date (Continuous)
Make desktop web-cameras available to staff	Ongoing/In Progress	100	% of staff have access to a desktop web-camera	Made available to all staff.	Encourage staff to use web cameras.	2009	No End Date (Continuous)
Install video-conferencing units in meeting rooms or provide mobile video-conferencing units	Ongoing/In Progress	5	% of meeting rooms have access to video-conferencing equipment	None	Increase number dependent on budget availability.	2009	No End Date (Continuous)
Behaviour change program							
Train staff in web-conferencing	Ongoing/In Progress	90	% of staff are trained web-conferencing	New employees provided with training.	Continue to train staff in web-conferencing and increase number of webinar courses.	2009	No End Date (Continuous)
Train staff in video-conferencing or provide technical support for video-conferencing set-up	Ongoing/In Progress	100	% of staff are trained in video-conferencing or have access to technical support	Limited staff are trained in set up but have access to technical support.	Train additional staff in video-conferencing set up.	2009	No End Date (Continuous)
Encourage staff to consider virtual attendance/presentation at events where possible	Ongoing/In Progress			Webinar courses were offered to staff.	Increase number of events available by webinar, virtual attendance, video conferencing, etc.	2008	No End Date (Continuous)
Encourage carpooling to meetings	Ongoing/In Progress			Green Leads encouraged carpooling	Green Leads to encourage staff to carpool	2009	No End Date (Continuous)
Encourage alternative travel to meetings (e.g., bicycles, public transit, walking)	Ongoing/In Progress			Green Leads encourage alternative transportation methods	Green Leads to encourage staff.	2009	No End Date (Continuous)
Education, Awareness, and Engagement							
Team-building							
Create Green, Sustainability, Energy Conservation, or Climate Action Teams with executive endorsement	Ongoing/In Progress			Continued with Go Green Committee and Green Leads	Continue regular meetings/communication with committees	2008	No End Date (Continuous)
Provide resources and/or dedicated staff to support teams	Ongoing/In Progress			Green Leads continued to provide support to teams	Continue using Green Leads as support.	2010	No End Date (Continuous)
Providing behaviour change education/training to teams (e.g., community-based social marketing)	Ongoing/In Progress			Green Leads encourage change	Continue using Green Leads to educate staff.	2010	No End Date (Continuous)
Staff Professional Development							
Support green professional development (e.g., workshops, conferences, training)	Ongoing/In Progress			Staff encouraged to attend "green" workshops.	Continue to support staff requests for workshops.	2008	No End Date (Continuous)
Staff awareness/education							

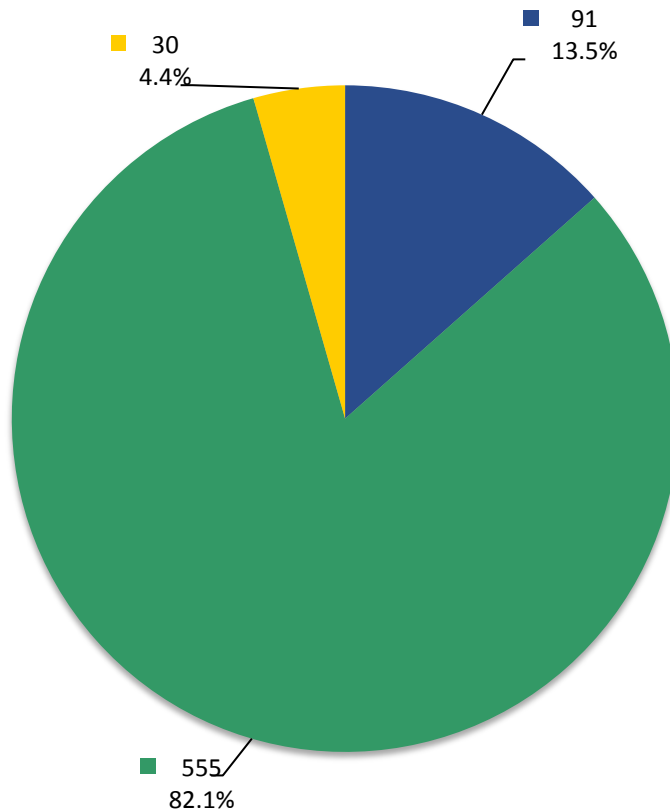
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Action	Status (as of 12/31/11)	Performance to Date (as of 12/31/11)		Steps Taken in 2011	Steps Planned for 2012 -2014	Start Year	End Year
Provide education to staff about the science of climate change	Ongoing/In Progress			General information on climate action tips posted on website.	Continue to use website as information sharing vehicle.	2009	No End Date (Continuous)
Provide education to staff about the conservation of water, energy, and raw materials	Ongoing/In Progress			General information on climate action tips posted on website.	Continue to use website as information sharing vehicle.	2009	No End Date (Continuous)
Provide green tips on staff website or in newsletters	Ongoing/In Progress			General information on climate action tips posted on website.	Continue to use website as information sharing vehicle.	2009	No End Date (Continuous)
Provide sustainability education during new staff orientation	Ongoing/In Progress			New staff took I Go Green course as part of orientation.	Continue to use I Go Green Course to educate new staff.	2009	No End Date (Continuous)
Client/public awareness/education							
Provide education to clients/public about the science of climate change	Ongoing/In Progress			General information on climate action tips posted on website.	Continue to use website as information sharing vehicle.	2009	No End Date (Continuous)
Provide education to clients/public about the conservation of water, energy, and raw materials	Ongoing/In Progress			General information on climate action tips posted on website.	Continue to use website as information sharing vehicle.	2009	No End Date (Continuous)
Provide green tips on client/public website or in newsletters	Ongoing/In Progress			General information on climate action tips posted on website.	Continue to use website as information sharing vehicle.	2009	No End Date (Continuous)
Other Sustainability Actions							
Water conservation							
Establish a water conservation strategy which includes a plan or policy for replacing water fixtures with efficient models	In Development			ARES Technical Standards are updated in consideration of high performance green building performance.	To be incorporated as new leases/renovations done.	2010	No End Date (Continuous)
Procurement (non-paper supplies)							
Establish green standards for goods that are replaced infrequently and/or may require capital funds to purchase (e.g., office furniture, carpeting, etc.)	In Development				Develop standards for re-using/recycling	2012	No End Date (Continuous)
Implement sustainable purchasing program for cleaning products, disposable paper products and trash bags	In Development				Develop standards with WSI (property management)	2012	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			ARES Technical Standards are updated in consideration of high performance green building performance.	To be incorporated as new leases/renovations done.	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			ARES Technical Standards are updated in consideration of high performance green building performance	To be incorporated as new leases/renovations done.	2010	No End Date (Continuous)
Commuting to and from home							
Encourage commuting by foot, bicycle, carpool or public transit	Ongoing/In Progress			Green Leads encourage this. Bus pass subsidy available.	Continue to use Green Leads to encourage.	2007	No End Date (Continuous)
Provide shower or locker facilities for staff/students who commute by foot or by bicycle	Ongoing/In Progress	8	Buildings have showers	None	Install showers in new space where possible.	2006	No End Date (Continuous)

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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
Provide secure bicycle storage	Ongoing/In Progress	9		Encouraged staff to approach building managers to install bike racks.	Continue to explore installation of bike racks and make it a requirement in new office leases.	2006	No End Date (Continuous)
Modify parking fees or parking availability for staff/students	Ongoing/In Progress			Parking subsidy provided where appropriate.	Continue to provide parking subsidies.	2007	No End Date (Continuous)

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



Total Emissions: 675

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

Offsets Applied to Become Carbon Neutral in 2011 (Generated May 18, 2012 10:19 AM)

Total offsets required: **672**. Total offset investment: **\$16,800**. Emissions which do not require offsets: **3** **

*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.