

CARBON NEUTRAL ACTION REPORT 2012 "SHORT FORM"

This form is for the use of BC Public Sector Organizations that had total GHG emissions of less than 100 Tonnes CO2E in the 2011 reporting year.

Organization Name

Transportation Investment Corporation

Contact name/email:

Sandra Dowsett / sdowsett@ticorp.ca

2012 Total Emissions

74 tonnes

2012 Total Emissions for Offsets

66 tonnes

Changes to previous years emissions (if applicable)

15 tonnes

Over or Underpayments held by PCT (if applicable)

8 tonnes overpayment in 2011

Total Offsets Purchased for 2012

66 tonnes totalling \$1,732.50

List the top three (or more) actions taken by your organization in 2012 to reduce GHG emissions and/or improve sustainability

Action – provide brief description	Start date	End date
1. Electronic Records Management Systems - Centralized Records Information Management (RIM) systems for collaboration and storage of documents significantly reduce the amount of documents printed	2009	Present
2. Reduced Electricity Usage - Reductions in electricity usage were achieved by reminding employees to turn off lights and computer monitors when not in use, powering off computers at end of day, default print settings to two-sided, using a coffee press instead of using electronic coffee maker and paper filters, and encouraging paperless meetings whenever possible	2009	Present
3. Recycling - Recycling bins for (non-confidential) paper under each employee's desk, scrap books made up of "damaged" paper from the copier, recycling bins	2009	Present



for cardboard, plastics, glass and metal, and containers for recycling batteries and light bulbs help reduce and reuse paper products		
4. Promoting Green Transportation to the Team - Promoting participation in bike-to-work week, taking transit and carpooling helps reduce GHG emissions	2011	Present
5. Green Products - Using eco-friendly cleaning products and 63% of paper usage comes from 100% post-consumer recycled paper which reduces reliance on chemicals and encourages use of recycled products	2012	Present
6. Composting - Putting composting buckets in all kitchens for discarded raw fruit and vegetable pieces, used tea bags and coffee grinds reduces waste	2010	Present

Executive Sign-off

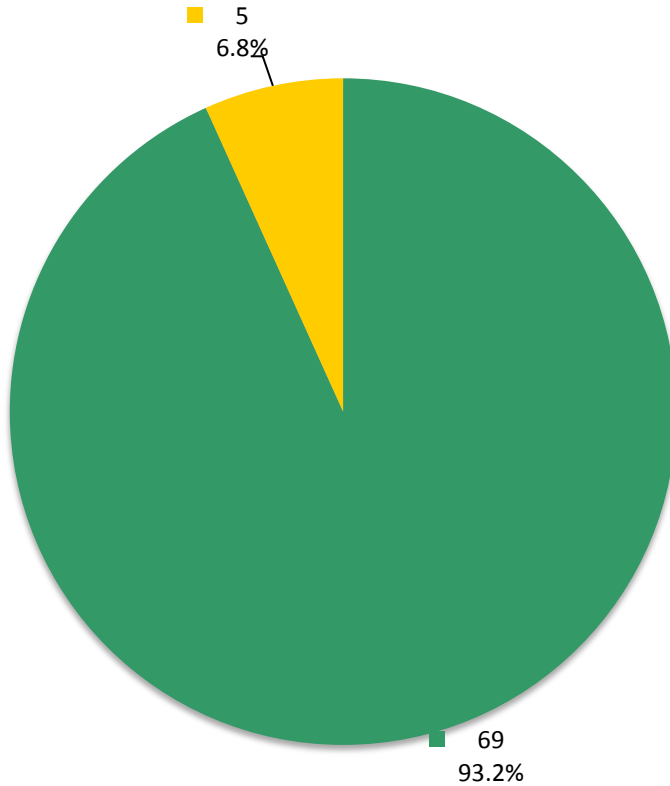
Name (Print): Michael Hoche

Date: May 15/13

X *Hoche*

Please scan and email this form to climateactionsecretariat@gov.bc.ca or fax to 250-356-7286

**Transportation Investment Corporation
Greenhouse Gas Emissions by Source
for the 2012 Calendar Year (tCO₂e*)**



Total Emissions: 74

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

■ Supplies (Paper)

Offsets Applied to Become Carbon Neutral in 2012 (Generated May 27, 2013 12:18 PM)

Total offsets required: **74**. Total offset investment: **\$1,850**. 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.