

Mount St. Mary Hospital - 2012 Carbon Neutral Action Report

Executive Summary

Mount St. Mary Hospital is committed to reducing its carbon footprint, and is dedicated to the health of its residents, employees, their communities and the global environment. We strive to create a healthy environment that embraces safer building products, clean air, reduced toxins, safe working practices, energy and water efficiency, education, and a commitment to public health.

We will be developing an employee awareness campaign on environmental sustainability that will focus on the energy consumption in our facility. As a relatively newer building, there will be some limitations to the type of improvements that will be found, that will greatly reduce our GHG emissions.

Mount St. Mary Hospital is using the SmartTool software program to measure, aggregate, and report GHG emissions. Internal data collection processes/systems are in place to identify all sources of carbon emission as defined within Bill 44.

Offsets Applied to Become Carbon Neutral in 2012

Total offsets purchased: 417.0 Total offset investment: \$10,425.

Outstanding offsets for 2011: 0.

Emissions Reduction Activities

Actions Taken to Reduce Greenhouse Gas Emissions in 2012

The majority of our emissions come from our hydro and natural gas consumption, and that will be the area we will be focussing on to look for opportunities for reduction. A variety of steps were taken in 2012 to reduce greenhouse gas emissions:


- All paper purchased with 30% recycled content.
- Some additional lighting ballasts were replaced.
- Some additional lighting ballasts were removed from multi-light fixtures.
- Continued staff awareness to reduce the use of unnecessary electricity.
- "Idle Free B.C." placards were placed in visible locations.

Plans to Continue Reducing Greenhouse Gas Emissions 2013 – 2015

Mount St. Mary Hospital will continue to reduce our carbon footprint by looking at various initiatives:

- Tracking the carbon emissions through the use of SmartTool.
- Education awareness campaign for employees.

- Reduction of paper use – purchase paper with higher recycled content.
- Reduce boiler outputs to low-fire during warmer season.
- Investigate programs for potential lighting retrofits and energy saving devices.
- Investigate opportunities to convert natural gas boilers to solar heating.

Executive Signature:  _____

Title: Chief Executive Officer

Date: May 14, 2013

Mount St. Mary Hospital - 2012 Carbon Neutral Action Report

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	Steps Taken	Steps Planned	Start Year	End Year
Mobile Fuel Combustion (Fleet and other)					
Behaviour change program					
Provide fleet driver training to reduce fuel use	Ongoing/In Progress	All drivers were trained by an ICBC-approved instructor, and provided with an annual "tune-up" to update/refrersh their skills.	Any new drivers are provided with this training.	2009	No End Date (Continuous)
Introduce anti-idling policy and/or raise anti-idling awareness for fleet drivers (e.g., signs, stickers, messages)	Completed (in Reporting Year)	Anti-idling awareness placards were placed in visible areas at the main entrance and loading dock. Fleet drivers were reminded to shut-off bus when loading/unloading passengers. Anti-idling information was documented in the Bus Procedure Manual.		2012	2012
Promote alternatives to fleet vehicle travel where possible (e.g., bicycles, public transit, walking)	Ongoing/In Progress	The bus is used for local resident outings only. Pickup truck is used minimally and only for local travel.	Continue to promote alternatives for fleet vehicle travel, where possible.	2009	No End Date (Continuous)
Vehicle fuel efficiency					
Replace vehicles with more fuel-efficient models	Not Yet Evaluated				No End Date (Continuous)
Replace larger vehicles with smaller models according to fleet "right-sizing" principles	Not Yet Evaluated				No End Date (Continuous)
Perform regular fleet maintenance to improve fuel-efficiency	Ongoing/In Progress	Annual service/maintenance is performed on both vehicles. CVIP is performed on bus semi-annually.	Continue with established maintenance schedule.	2009	No End Date (Continuous)
Stationary Fuel Combustion, Electricity					
Behaviour change program					
Help staff reduce personal energy use through ""workstation tune-ups""	Ongoing/In Progress	100% of current staff have completed a workstation "tune-up". Annual maintenance is performed on all systems.	Have staff continue to reduce personal energy use through workstation "tune-ups".	2009	No End Date (Continuous)
Ask staff to unplug electrical equipment or switch off power bars when not in use	Ongoing/In Progress	Staff were educated through various articles printed in monthly Newsletter.	Continue to educate and remind staff to unplug any unused equipment, and to power down computer systems during off-hours.	2009	No End Date (Continuous)
Ask staff to close blinds at end of work day to reduce heating/cooling demands	Ongoing/In Progress	Staff were educated through various articles printed in monthly Newsletter.	Continue to educate and remind staff to close blinds during off-hours and during hot, seasonal weather.	2009	No End Date (Continuous)
Provide tips to staff on saving energy in the office while working outside of regular business hours	In Development	Add "energy tip" column in monthly Newsletter.	Continue to educate and remind staff about saving energy in the office.	2009	No End Date (Continuous)
Encourage use of stairs instead of elevators	Ongoing/In Progress	Staff are encouraged to use stairs. Due to building configuration, there are times when this is not recommended, due to the additional traffic and disruption through the North Houses.	Continue to encourage stair use, where applicable.	2009	No End Date (Continuous)
Provide reminders for turning off lights (e.g., signs, stickers, messages)	Ongoing/In Progress	Staff are very aware of excessive use of lights. Most often, corridor lights are only on "night mode". Offices and Ground Floor areas are shut down during off-hours.	Continue to promote only essential light use during daylight hours.	2009	No End Date (Continuous)
Promote hot water conservation	Ongoing/In Progress	Staff are encouraged to use cold or warm water when processing resident clothing in domestic machines. High-temp dishwashing sanitizers use extremely low water levels.	Investigate additional hot water conservation initiatives.	2009	No End Date (Continuous)
IT power management					
Install power management software which shuts down computers outside of regular business hours	In Development	Continued to identify options available before moving to next step.	Find appropriate software and have installed in computers.	2010	2013
Implement server virtualization	Completed (in Reporting Year)	Server virtualization was employed on remaining computers as they were life cycled, and if applications supported that technology.		2012	2012
Apply auto-sleep settings on computer monitors and CPUs	Completed (in Previous Year)				No End Date (Continuous)
Remove stand-alone printers, copiers, and/or fax machines and install multi-function devices as part of a print management strategy	Ongoing/In Progress	Continued to evaluate various options.	Install multi-function devices where possible.	2009	No End Date (Continuous)

Mount St. Mary Hospital - 2012 Carbon Neutral Action Report

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	Steps Taken	Steps Planned	Start Year	End Year
Apply auto-sleep settings on printers, fax machines, and/or multi-function devices	Completed (in Previous Year)				No End Date (Continuous)
Replace computers with ENERGY STAR models during regular computer upgrades	Completed (in Previous Year)				No End Date (Continuous)
Owned buildings					
Establish energy performance baseline for owned buildings	Not Yet Evaluated				No End Date (Continuous)
Perform energy retrofits on existing, owned buildings	Not Yet Evaluated				No End Date (Continuous)
Incorporate a refrigerant management strategy into regular building management/maintenance to reduce fugitive emissions	Ongoing/In Progress	Semi-annual service/maintenance is performed on all refrigeration equipment and air conditioning units, and potential leaks are investigated.	Continue with established maintenance schedule.	2009	No End Date (Continuous)
Planning/management					
Reduce office space (square meters) per employee	Completed (in Reporting Year)	Care Leader was moved into large shared office with Social Worker. There were no other opportunities to reduce any office spaces.		2012	2012
Install a real time metering system (e.g. Pulse, Reliable Controls, Houle Controls)	Not Yet Evaluated				No End Date (Continuous)
Retrofit details for owned buildings					
Upgrade mechanical systems (heating, cooling, ventilation) during retrofits	Not Yet Evaluated				No End Date (Continuous)
Upgrade lighting systems during retrofits	Ongoing/In Progress	As light bulbs are being replaced, fixtures with multiple ballasts are having some removed to reduce heat and energy issues.	Continue to removed any additional electronic ballasts from fixtures.	2009	No End Date (Continuous)
Upgrade/adjust control systems during retrofits	Not Yet Evaluated				No End Date (Continuous)
Supplies (Paper)					
Behaviour change program					
Train staff to use collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Not Yet Evaluated				No End Date (Continuous)
Encourage staff to hold paperless meetings or presentations (i.e., no handouts)	Ongoing/In Progress	Continued to educate and encourage staff to reduce paper use.	Educate staff through various articles printed in monthly Newsletter.	2009	No End Date (Continuous)
Electronic media in place of paper					
Install collaborative software for electronic editing (e.g. SharePoint, Groove, etc.)	Not Yet Evaluated				No End Date (Continuous)
Use electronic document library for filing common documents	Ongoing/In Progress	Have created common directories for users to share common files.	Will continue to be ongoing.	2008	No End Date (Continuous)
Switch to an electronic payroll notification system in place of paper pay stubs	In Development	Continued discussions with payroll vendor.	Upgrade payroll program to electronic notification.	2010	No End Date (Continuous)
Paper Type					
Purchase 30% post-consumer recycled paper	Completed (in Reporting Year)	All paper being purchased contains 30% recycled content.		2010	2012
Purchase 40% post-consumer recycled paper	In Development	No further work was completed in this area.	Investigate potential purchasing of 40% recycled content paper.	2011	No End Date (Continuous)
Purchase 100% post-consumer recycled paper	In Development	No further work was completed in this area.	Investigate products that contain 100% recycled content.	2010	No End Date (Continuous)
Printer/document settings					

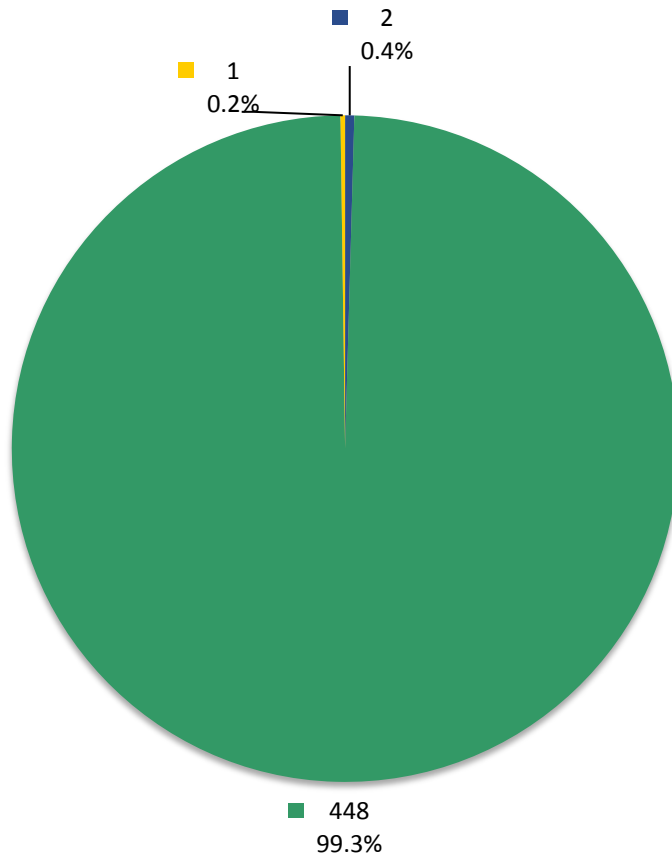
Mount St. Mary Hospital - 2012 Carbon Neutral Action Report

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	Steps Taken	Steps Planned	Start Year	End Year
Switch networked printers and photocopiers to automatic double-sided	Ongoing/In Progress	Continued to identify units that could be switched over.	Continue to look at carbon neutral options as printers are replaced.	2010	No End Date (Continuous)

**Mount St. Mary Hospital
Greenhouse Gas Emissions by Source
for the 2012 Calendar Year (tCO₂e*)**



Total Emissions: 452

- 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 2012 (Generated May 27, 2013 11:06 AM)

Total offsets required: **451**. Total offset investment: **\$11,275**. 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.