



This is the 2013 Carbon Neutral Action Report for Community Living British Columbia. This report contains our 2013 emissions profile, offsets purchased, the actions we have taken in 2013 to reduce our GHG emissions and our plans to continue reducing emissions in 2014 and beyond.

By June 30, community Living BC's final CNAR will be posted to our website at [www.communitylivingbc.ca](http://www.communitylivingbc.ca).

Community Living British Columbia (CLBC) encourages staff to be aware of opportunities in and outside the workplace to reduce our carbon footprint. The Go Green office leads play a big role in promoting recycling programs in our offices and tips and information is provided on CLBC's website ([www.communitylivingbc.ca/about-us/governance/go-green](http://www.communitylivingbc.ca/about-us/governance/go-green)).

Emissions and Offsets Summary:

<b>CLBC GHG Emissions and Offsets for 2013 (TCO2E)</b>	
<b>GHG Emissions created in calendar year 2013</b> (from SMARTTool Homepage):	
Total Emissions	608
Total Emissions for Offsets	606
<b>Adjustments to GHG Emissions Reported in Previous Years</b> (from SMARTTool Homepage):	
Total Emissions	(53)
Total Emissions for Offsets	(53)
<b>Credit owing from PCT at end of 2012 reporting year</b> (if applicable – from May 15 Invoice):	
Credit Owing	
<b>Total Emissions for Offsets for the 2013 Reporting Year</b> (from Offset Invoice):	553

May 30, 2014

Signature	Date
Brian Salisbury	Director, Individual, Family & Volunteer Engagement
Name (please print)	Title

# 2013 Carbon Neutral Action Report (CNAR) - Part 2 ACTIONS

Created Monday, March 31, 2014

Updated Thursday, May 29, 2014

<https://fluidsurveys.com/surveys/cas-z/2013-cnar-form-bps-actions/e2f46c4f33eae3dfb62af86bd42c6fda/>

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## Page 1

Please complete the following sections of the 2013 Carbon Neutral Action Report form. Save your work frequently to prevent it from being lost. You can also save a copy for your own use as either a WORD or PDF file using the buttons at the bottom of each page.

This is Part 2 of the Carbon Neutral Action Report form. This section reports on actions taken to reduce emissions during the 2013 calendar year. This information will be included in your final Carbon Neutral Action Report posted on the Ministry of Environment website.

When the form is complete press the submit button on the last page to automatically submit the information to the Climate Action Secretariat (CAS). Do not press submit before you are ready – this may result in a loss of work.

In addition to completing this survey (Part 1 2), you are required to submit your completed Overview (Executive Summary) and Self-Certification Checklist. The 2013 Overview template was included in the email sent and can also be found on the LiveSmart leaders Community.

Please ensure you meet the following reporting deadlines:

A DRAFT 2013 CNAR is due to CAS by March 31, 2014. The draft is comprised of the Overview ONLY (no executive sign-off required).

The FINAL 2013 CNAR is due to CAS by May 30, 2014. The final 2013 CNAR includes Part 1 Part 2 survey form and Overview.

The Self-Certification Checklist is due to CAS by May 15, 2014.

For more information about the Carbon Neutral Government process, please refer to *Becoming Carbon Neutral 2013*, or should you have any questions please contact [climateactionsecretariat@gov.bc.ca](mailto:climateactionsecretariat@gov.bc.ca).

Organization Name

*Community Living British Columbia*

**Actions Taken to Reduce Emissions**

1) Stationary Fuel Combustion, Electricity (Buildings):

Indicate which actions were taken in 2013:

Performed energy retrofits on existing buildings

*No*

Built or are building new LEED Gold or other "Green" buildings.

*No*

Undertook an evaluation of overall building energy use.

*No*

Please list any other actions taken to reduce emissions from Buildings:

*(No response)*

2) Mobile Fleet Combustion (Fleet and other vehicles):

Indicate which actions were taken in 2013:

Do you have a fleet?

*Yes*

Replaced existing vehicles with more fuel efficient vehicles (gas/diesel)

*Yes*

Replaced existing vehicles with hybrid or electric vehicles

No

Reduced the overall number of fleet vehicles

No

Took steps to drive less than last year

Yes

Please list any other actions taken to reduce emission from fleet:

*(No response)*

3) Supplies (Paper):

Indicate which actions were taken in 2013:

Used less paper than previous year

No

Used only 100% recycled paper

No

Used some recycled paper

Yes

Used alternate source paper (Bamboo, hemp, etc.)

No

Please list any other actions taken to reduce emissions from paper use:

*Provided CLBC Board Members with Ipads to reduce amount of paper printed for Board meetings.*

Actions Taken to Reduce Emissions - continued

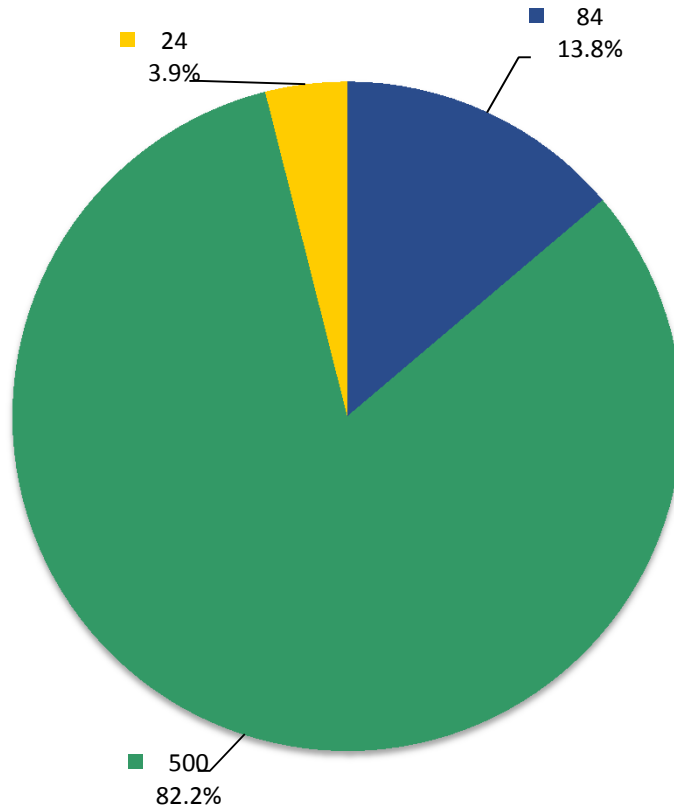
Explain how you plan to continue minimizing emissions in 2014 and future years:

*We are currently working with Shared Services BC to determine if some of our offices would work under the Leading Workplace Strategies model.*  
*The Go Green Leads continue to encourage staff to find ways to reduce emissions, i.e. reduce printed material, turn off lights, conference calls vs. face to face meetings.*  
*Increase number of webinars conducted (to help reduce travel)*  
*Increase number of iPads issued to Board members*  
*All computers will be replaced late Summer/early Fall 2014 and energy consumption in this area will reduce approximately 45%*

If you wish to list any other "sustainability actions" outside of buildings, fleet, paper and travel check "yes". This reporting is optional.

No

## Community Living British Columbia Greenhouse Gas Emissions by Source for the 2013 Calendar Year (tCO<sub>2</sub>e\*)



**Total Emissions: 608**

- 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 2013 (Generated May 21, 2014 1:54 PM)**

Total offsets required: **606**. Total offset investment: **\$15,150**. Emissions which do not require offsets: **3** \*\*

\*Tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e) 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.