

2014 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 29, 2015

[This form is for the use of BC Public Sector Organizations that had GHG emissions of less than 600 tonnes CO₂e in the 2014 reporting year, which as a group, equals less than 1% of all PSO emissions]

Organization Name:

BC Oil & Gas Commission

Contact name:

Katherine Cochrane

GHG Emissions and Offsets for 2014 (TCO2E)	
GHG Emissions created in Calendar Year 2014 (from SMARTTool Homepage):	
Total Emissions	472
Total Offsets	463
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions	-2
Total Offsets	0
Total Emissions for Offset for the 2014 Reporting Year (from SMARTTool Homepage)	
Total Offsets	463

To enable comparisons with all B.C. public sector organizations, please provide the following data for your organization:

1. How many Full Time Equivalent (FTE) employees do you have within your organization? 283
2. Schools, Universities and Colleges only: Number of student FTEs as of Dec 31, 2014? N/A
3. What is the total amount of floorspace in your organization (including occupied and unoccupied space)? Please report in square meters: 9,778

List the top three actions taken by your organization in 2014 to reduce GHG emissions and/or improve sustainability:

Action
1. The Commission's office building in Fort St. John has received the LEED Gold certification and is the largest of all the locations with the most staff. The building continues to use a passive solar building technique called a Trombe wall. This glass wall allows for the cold air to absorb the sun heat before entering the air handling unit. The air therefore requires less heating to bring it to an optimal indoor temperature.
2. The Fort St. John office has a highly efficient and effective HVAC system. The energy required to heat and cool the building is approximately 50% of the energy used by the average residential home in Fort St. John.
3. All Commission office buildings have lighting that works on occupancy sensors. Taking energy efficiency a step further, the Kelowna office also has electrical outlets which also work on sensors to minimize electricity usage.

Describe Plans your organization has for continuing to minimize your GHG emissions

In the year ahead the Commission plans to refresh 12 vehicles in fleet to make sure the fleet remains as efficient as possible. Additionally, the printers in each of the offices will be replaced which will provide the Commission with "Right Fax" – so no more faxes will come through paper form, they will all come to email thereby reducing paper and printer ink. Furthermore, the new printers will require FOB authentication to print and the printing defaults will all be duplex and in black and white to reduce paper and printer ink usage.

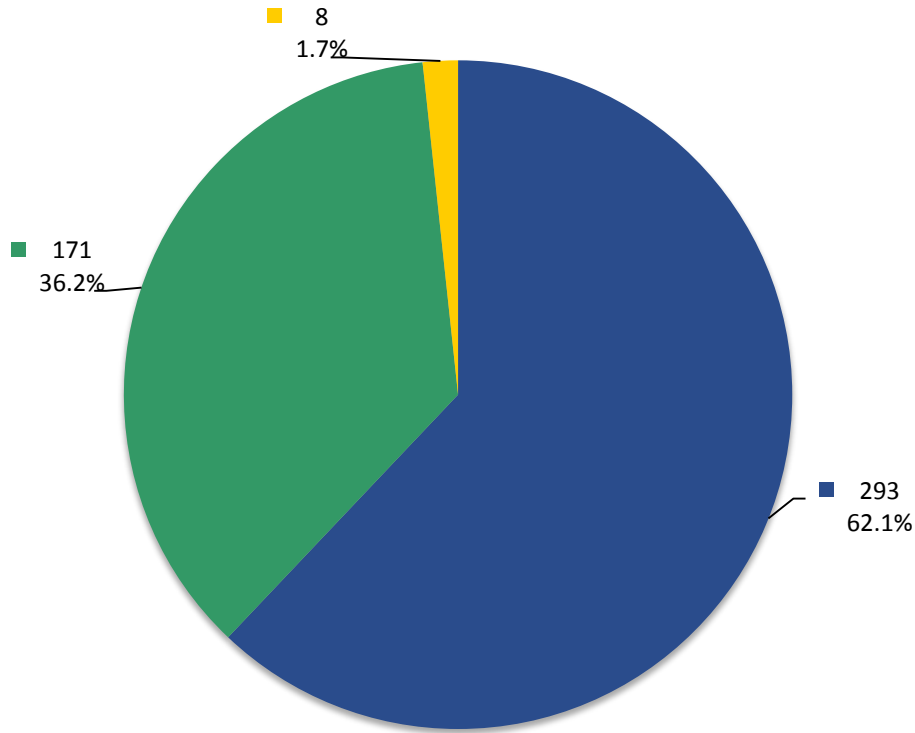
Executive Sign-off

Name: Paul Jeakins Title: Commissioner & CEO
(print) _____

Signature:  Date: May 29 / 15

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

**Oil and Gas Commission
Greenhouse Gas Emissions by Source
for the 2014 Calendar Year (tCO₂e*)**



Total Emissions: 472

- 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 2014 (Generated June 22, 2015 3:56 PM)

Total offsets required: **463**. Total offset investment: **\$11,575**. Emissions which do not require offsets: **9** **

*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.