

2015 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 31, 2016

This form is for the use of BC Public Sector Organizations whose GHG emissions were less than 600 tonnes CO₂e during the previous reporting year. Please fill in the required information below.

Organization Name:

Community Living British Columbia

Contact name:

Aman Gill

GHG Emissions and Offsets for 2015 (TCO ₂ E)	
GHG Emissions created in Calendar Year 2015 (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	503
Total Offsets (tCO ₂ e)	500
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	1
Total Offsets (tCO ₂ e)	1
Grand Total Offsets for the 2015 Reporting Year (from SMARTTool Homepage): (This is the total emissions that must be offset for Reporting Year 2015)	
Grand Total Offsets (tCO ₂ e)	501

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 were part of your organization as of Dec 31, 2015? 504
2. Crowns & Health Authorities only: What was the total amount of floorspace (m²) in your organization (including occupied and unoccupied space, owned or leased) as of Dec 31, 2015: 14,072.46 (m²)
3. What was the primary use of that space (office, education, warehousing, health services, lodging, arts and recreation, other)? Office
4. How many motor vehicles did your organization own or lease as of Dec 31, 2015? 38

List the top three actions taken by your organization in 2015 to reduce GHG emissions and/or improve sustainability:

Action
1. CLBC replaced printers and photocopiers with multi-functional devices. This resulted in the disposal of 75 printers and 44 photocopiers which were replaced with 58 multi-functional devices.
2. CLBC amalgamated two offices under the Leading Workplace Strategies model. This allowed us to reduce our footprint by eliminating one location.
3. CLBC continues to offer a subsidy to employees who take public transit to work instead of using a private vehicle. The number of employees opting for public transit increases slightly each year.

Describe plans your organization has for continuing to minimize your GHG emissions:

Community Living British Columbia will continue to review the Leading Workplace Strategies model and incorporate it where possible, resulting in a reduction of our building footprint. In 2016 and 2017 we will have four offices amalgamating into two.

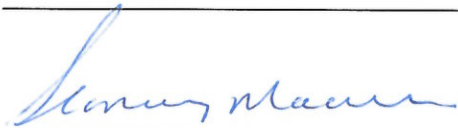
Describe any actions your organization took during 2015 to strengthen its ability to manage the likely effects of climate change in the coming years and decades (e.g., have assessed whether increased frequency of extreme weather events and/or long term changes in climate will affect your organization's infrastructure, its employees and/or its clients.)

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Retirement of Offsets:

In accordance with the requirements of the Greenhouse Gas Reduction Targets Act and Carbon Neutral Government Regulation, Community Living British Columbia (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2015 calendar year, together with any adjustments reported for past calendar years. The Organization hereby agrees that, in exchange for the Ministry of Environment ensuring that these offsets are retired on the Organization's behalf, the Organization will pay the associated invoice to be issued by the Ministry in an amount equal to \$25 per tonne of offsets retired on its behalf plus GST.

Executive Sign-off

Name: (print)	Seonag Macrae	Title:	Chief Executive Officer
Signature:		Date:	May 30, 2016

Please scan and email the completed form to climateactionsecretariat@gov.bc.ca

CNAR OVERVIEW

Title: "2015 Carbon Neutral Action Report"

Organization name: Community Living British Columbia

Declaration statement: This Carbon Neutral Action Report for the period January 1st, 2015 to December 31st, 2015 summarizes our emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2015 to reduce our greenhouse gas emissions and our plans to continue reducing emissions in 2016 and beyond.

By June 30, 2016, Community Living British Columbia's final *Carbon Neutral Action Report* will be posted to our website at www.communitylivingbc.ca.

Overview: Community Living BC reduced the number of printers and photocopiers by providing multi-functional devices. The number of machines went from 119 to 58, over 50% reduction. We continue to find ways to reduce our building footprint by amalgamating offices and reviewing the Leading Workplace Strategies model which allows for more mobility.

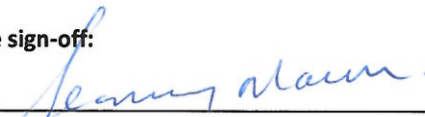
Emissions and Offset Summary Table:

<i>[Organization X]</i> GHG Emissions and Offset for 2015 (TCO2E)	
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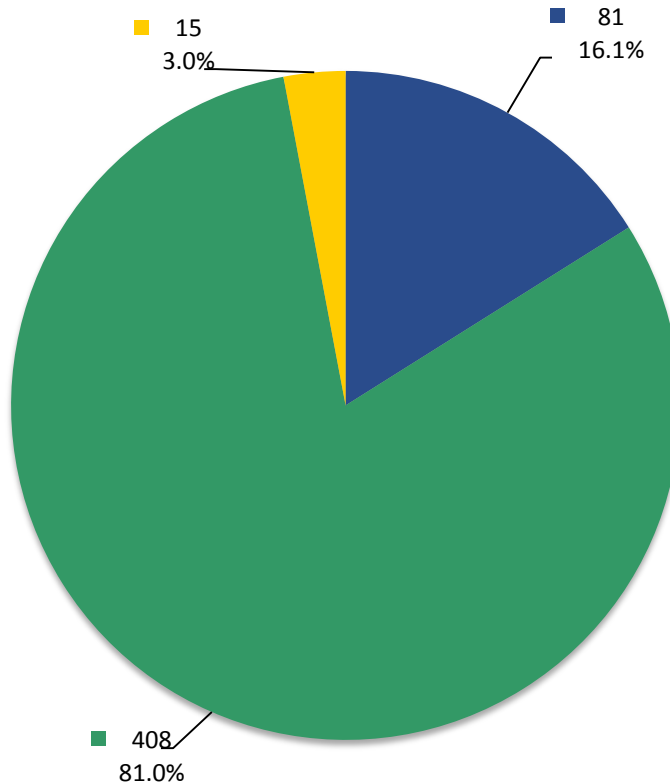
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Executive sign-off:

 Signature	May 30, 2016 Date
SEONAG MACRAE Name (please print)	Chief Executive Officer Title

Community Living British Columbia Greenhouse Gas Emissions by Source for the 2015 Calendar Year (tCO₂e*)



Total Emissions: 503

- 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 2015 (Generated May 25, 2016 8:32 AM)

Total offsets required: **500**. Total offset investment: **\$12,500**. 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.