



2016 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 31, 2017

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 (2015). Please fill in the required information below

Organization Name:

Royal BC Museum Corporation

Contact name:

Pam Lowings, Head Property Management and Site Development

GHG Emissions and Offsets for 2016 (tCO₂e)	
GHG Emissions created in Calendar Year 2016 (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	78
Total Offsets (tCO ₂ e)	77
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	0
Total Offsets (tCO ₂ e)	0
Grand Total Offsets for the 2016 Reporting Year (from SMARTTool Homepage): (This is the total emissions that must be offset for Reporting Year 2016)	
Grand Total Offsets (tCO ₂ e)	77

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, 2016? 117 and approximately 500 volunteers
2. What was the total amount of floor space (m²) in your organization (including occupied and unoccupied space, owned or leased) as of Dec 31, 2016: ~29,000 m² of owned space and ~1258 m² of leased warehouse space.
3. What was the primary use of that space (office, education, warehousing, health services, lodging, arts and recreation, other)? Museum and Archives - housing artifact and archival collections for the Province of BC; displaying exhibitions to engage and educate visitors; Archives reference room and office space for staff.
4. How many motor vehicles did your organization own or lease as of Dec 31, 2016? One cargo van



Briefly describe the top three actions taken by your organization in 2016 to reduce GHG emissions and/or improve sustainability from its operations:

Action												
<p>1.</p> <p>Continued to use Verdiem IT Energy Management software that was previously installed, resulting in an energy reduction of 54.37%.</p> <table><tbody><tr><td>Cost</td><td>\$2,224 CAD</td></tr><tr><td>Energy</td><td>44,487 kWh</td></tr><tr><td>CO2</td><td>119,918 Pounds</td></tr><tr><td>Fuel</td><td>86,164 Gallons</td></tr><tr><td>Trees</td><td>1,571 Saved</td></tr><tr><td>Cars</td><td>12 Off the Road</td></tr></tbody></table>	Cost	\$2,224 CAD	Energy	44,487 kWh	CO2	119,918 Pounds	Fuel	86,164 Gallons	Trees	1,571 Saved	Cars	12 Off the Road
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<p>2.</p> <p>Continue to participate in the Continuous Optimization Program with BC Hydro and our Energy Management Consultant to continue to reduce our energy consumption.</p>												
<p>3.</p> <p>We display our Real Time Energy Consumption on a dashboard for public viewing - to show our ongoing energy consumption and educate/engage visitors on what we are doing.</p>												

Briefly describe plans your organization has for continuing to reduce your GHG emissions in future years:

<p>Continue current practices to conserve energy, water consumption and working with staff to minimize energy usage.</p> <p>Continue to work with our Energy Management Consultant to maintain the performance of the conservation measures implemented as part of the BC Hydro Continuous Optimization Program and</p>



attempt to continue to improve the energy performance of the buildings.

Describe any actions your organization took during 2016 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.)

As part of our ongoing Collection Risk Assessment, sea level rise was factored in over 100 year period and mitigation plans are being subsequently reviewed and updated, including storm and flooding impacts.

Retirement of Offsets:

In accordance with the requirements of the *Greenhouse Gas Reduction Targets Act* and Carbon Neutral Government Regulation, the Royal BC Museum Corporation (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2016 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: Angela Williams
(print)

Title: COO and Deputy CEO

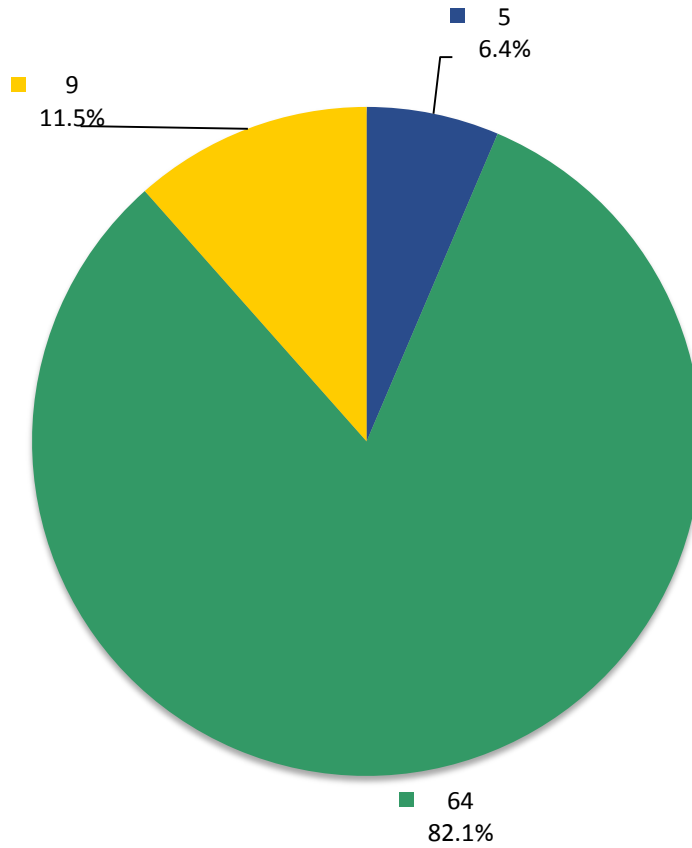
Signature:

Date:

May 11, 2017

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

**Royal BC Museum
Greenhouse Gas Emissions by Source
for the 2016 Calendar Year (tCO₂e*)**



Total Emissions: 78

- 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 2016 (Generated May 16, 2017 9:42 AM)

Total offsets required: **77**. Total offset investment: **\$1,925**. 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.