



2017 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

DUE: May 31, 2018

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 (2017). Please fill in the required information below

Organization Name:

Industry Training Authority

Contact name:

Natalia Dumitrescu

GHG Emissions and Offsets for 2017 (tCO ₂ e)	
GHG Emissions created in Calendar Year 2017 (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	63 tonnes
Total Offsets (tCO ₂ e)	63 tonnes
Adjustments to GHG Emissions Reported in Prior Years (from SMARTTool Homepage):	
Total Emissions (tCO ₂ e)	
Total Offsets (tCO ₂ e)	
Grand Total Offsets for the 2017 Reporting Year (from SMARTTool Homepage): (This is the total emissions that must be offset for Reporting Year 2017)	
Grand Total Offsets (tCO ₂ e)	63 tonnes

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

- How many Full Time Equivalent (FTE) employees were part of your organization as of Dec 31, 2017? 112
- What was the total amount of floorspace (m²) in your organization (including occupied and unoccupied space, owned or leased) as of Dec 31, 2017: 7,910.47 (m²)
- What was the primary use of that space (office, education, warehousing, health services, lodging, arts and recreation, other)? Office
- How many motor vehicles did your organization own or lease as of Dec 31, 2017? 0



aims for standardization of 30 Red Seal trades by 2020. This is an initiative that supports BC Climate Plan by providing skilled trades to build green communities.

Retirement of Offsets:

In accordance with the requirements of the *Greenhouse Gas Reduction Targets Act* and Carbon Neutral Government Regulation, *Industry Training Authority* (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2017 calendar year, together with any adjustments reported for past calendar years. The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy 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: Farnaz Riahi Title: CFO
(print) _____

Signature:  Date: April 25 2018

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