



# 2018 CARBON NEUTRAL ACTION REPORT – SMALL EMITTERS FORM

**DUE: May 31, 2019**

This form is for the use of BC Public Sector Organizations whose GHG emissions were less than 600 tonnes CO<sub>2</sub>e during the previous reporting year (2018). Please fill in the required information below:

Organization Name:

Contact name:

**Destination British Columbia**

**Lesley Christian**

<b>GHG Emissions and Offsets for 2018 (tCO<sub>2</sub>e)</b>	
<b>GHG Emissions created in Calendar Year 2018</b> (from SMARTTool Homepage):	
Total Emissions (tCO <sub>2</sub> e)	58
Total Offsets (tCO <sub>2</sub> e)	58
<b>Adjustments to GHG Emissions Reported in Prior Years</b> (from SMARTTool Homepage):	
Total Emissions (tCO <sub>2</sub> e)	0
Total Offsets (tCO <sub>2</sub> e)	0
<b>Grand Total Offsets for the 2018 Reporting Year</b> (from SMARTTool Homepage): (This is the total emissions that must be offset for Reporting Year 2018)	
Grand Total Offsets (tCO <sub>2</sub> e)	58

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, 2018?  
**103**
2. What was the total amount of floorspace (m<sup>2</sup>) in your organization (including occupied and unoccupied space, owned or leased) as of Dec 31, 2018: **2,331.22 (m<sup>2</sup>)**
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, 2018? **0**



**Briefly describe the top three actions taken by your organization in 2018 to reduce GHG emissions and/or improve sustainability from its operations:**

Action
1. Moved out of visitor center location (Peace Arch 429 m2) to significantly reduce GHG emissions.
2. Continued to support flexible work arrangements that will reduce the draw on energy resources at the office and reduce travel and related emissions to and from work.
3. Continued to move towards digital files to reduce paper consumption.

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

- Work with Shared Services to move out of the Victoria office in March 2019 (473 m2).
- Reduce travel between Victoria and Vancouver with the closure of the Victoria office.
- Continue to promote the use of video conferences and conference calls for meetings that would typically require travel.
- Continue digitization of records.

**Describe any actions your organization took during 2018 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.)**

Continued engagement in emergency management planning initiatives with MTAC - Tourism Policy Branch, Emergency Management BC, and with tourism industry partners to enhance emergency preparedness and response efforts necessary to address tourism impacts resulting from natural disasters and emergencies. In relation to Climate Change, Destination BC’s commitment to emergency management planning supports the three pillars outlined in “Preparing for Climate Change British Columbia’s Adaptation Strategy”, to build a strong foundation of knowledge; make adaptation part of Government’s business; and assess risks and implement priority adaptation actions in sectors.

**Retirement of Offsets:**



In accordance with the requirements of the *Climate Change Accountability Act* and Carbon Neutral Government Regulation, *Destination BC* (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2018 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: **Marsha Walden** Title: **CEO**  
(print) \_\_\_\_\_

Signature:  Date: February 22, 2019  
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Please scan and email the completed form to [Carbon.Neutral@gov.bc.ca](mailto:Carbon.Neutral@gov.bc.ca)