



## 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:**

Royal BC Museum Corporation
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**Contact name:**

Pamela Lowings
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GHG Emissions and Offsets for 2018 (tCO <sub>2</sub> e)	
<b>GHG Emissions created in Calendar Year 2018</b> (from SMARTTool Homepage):	
Total Emissions (tCO <sub>2</sub> e)	79.55
Total Offsets (tCO <sub>2</sub> e)	79
<b>Adjustments to GHG Emissions Reported in Prior Years</b> (from SMARTTool Homepage):	
Total Emissions (tCO <sub>2</sub> e)	n/a
Total Offsets (tCO <sub>2</sub> e)	n/a
<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)	79

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? 113 FTEs and approximately 500 volunteers.
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: ~29,000 m<sup>2</sup> of owned space and ~1258 m<sup>2</sup> leased warehouse space.m<sup>2</sup>
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, 2018? One (owned) – extended cargo van.

Briefly describe the top three actions taken by your organization in 2018 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 for 235 personal computers, resulting in an energy reduction of 56.16%.</p> <p>Cost Savings - \$2,399.48 CAD</p> <p>Energy Savings – 47,989.51 kWh</p> <p>CO2 Savings – 118,571.03 Pounds</p> <p>Fuel Savings – 92,947.43 Gallons</p> <p>Trees Carbon Sequestration – 1695.17</p> <p>Cars off Road for One Year – 12.73</p>
<p>2.</p> <p>Continue to participate in the Continuous Optimization Program (C.Op) with BC Hydro and our Energy Management Consultant to continue to reduce our energy consumption. We were accepted in early 2018 into round two of the C.Op program, focusing on low cost operational improvements to the buildings Heating Ventilation Air Conditioning (HVAC) programs and lighting control programs.</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 to 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:

Continue current practices to conserve energy, water consumption and working with staff to minimize energy usage.

Continue to work with our Energy Management Consultant to maintain the performance of the conservation measures implemented as part of the BC Hydro Optimization Program and attempt to continue to improve the energy performance of the buildings.

As noted above, we were accepted into round #2 of the BC Hydro Continuous Optimization Program. In the Spring of 2018 we began to work with our Energy Management Consultant and our software vendor to install the Reliable Controls based fault detection and diagnostic system which will continue to focus on low-cost operational improvements to the building's Heating Ventilation/Air Conditioning (HVAC) and lighting control programs in order to reduce electricity consumption. The Energy Management Consultant will be gathering data over the 2018/19 fiscal year. Once that report has been reviewed by BC Hydro, implementation of the consultant's recommendations will take place in fiscal year 2019/20.

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.)

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 *Climate Change Accountability Act* and Carbon Neutral Government Regulation, the Royal BC Museum (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: Joanne Orr Title: A/Chief Executive Officer  
(print) \_\_\_\_\_

Signature: Joanne Orr Date: 27 May 2019

Please scan and email the completed form to [Carbon.Neutral@gov.bc.ca](mailto:Carbon.Neutral@gov.bc.ca)