

SMALL EMITTERS FORM

A. Please fill in the required information below

Organization Name:

Forest Enhancement Society of BC

Contact name & title:

Steven F. Kozuki, Executive Director

Forest Enhancement Society of BC GHG Emissions and Offsets for 2019

As per the [Directive](#) issued March 31, 2020, each PSO will use their 2018 GHG Emissions as a placeholder for the purposes of their 2019 CNAR.

Total Emissions (tCO ₂ e)	13.7
Total BioCO ₂	.40
Total Offsets (tCO ₂ e)	13.3
Offset Investment (\$25 per tCO ₂ e)	\$325.00

B. 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 December 31, 2019? 5.5
2. What was the total amount of floorspace (m²) in your organization (including occupied and unoccupied space, owned or leased) as of December 31, 2019? 156.6 (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 December 31, 2019? three

C. Briefly describe the top three actions taken by your organization in 2019 to reduce GHG emissions and/or improve sustainability from its operations:

Action
1. Kept thermostat at a lowered temperature in the winter; higher in summer. Hid the portable heater; however, this year was colder, longer than last year.
2. Continued to recycle cardboard, paper, glass, and all forms of plastic and implemented printing only when necessary and two-sided wherever possible.
3. Continued to reduce the use of the full-sized truck and encourage the use of the smaller vehicles instead.

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

All but one employee has now been working from home and it is possible that this may continue into 2020 or at least be more common for FESBC staff.

This would decrease the reliance on printed documents and encourage extensive use of electronic document storage and retrieval. Half of the office is heated with electric baseboards and these remain off (except for the coldest days) when staff is away.

Working from home would also decrease weekly travel to and from the office – an important consideration when 3 out of 5 employees are several hours away.

E. Describe any actions your organization took during 2019 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.)

The FESBC Risk Management Framework for the office has been updated. Each staff member took part in several sessions to identify and discuss the risks to FESBC, including climate change / wildfire, etc. New top risks were then identified and agreed upon. These are being brought forward by the Executive Director to the FESBC Board of Directors, along with mitigation strategies for each identified risk.

This document is posted on the FESBC SharePoint site for reference purposes and will be reviewed and updated every year.



Retirement of Offsets:

In accordance with the requirements of the *Climate Change Accountability Act* and Carbon Neutral Government Regulation, Forest Enhancement Society of BC (the Organization) is responsible for arranging for the retirement of the offsets obligation reported above for the 2019 calendar year, together with any adjustments reported for past calendar years (if applicable). The Organization hereby agrees that, in exchange for the Ministry of Environment and Climate Change Strategy (the Ministry) 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:

April 24, 2020

Signature

Date

Steven F. Kozuki

Executive Director, Forest Enhancement Society of BC

Name (please print)

Title

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