

SMALL EMITTERS FORM [TEMPLATE]

**A. Please fill in the required information below**

Organization Name:

*St. Michael's Centre Hospital Society*

Contact name & title:

Arif Padamshi

St. Michael's Centre Hospital Society GHG Emissions and Offsets for 2019	
<p>As per the <a href="#">Directive</a> issued March 31, 2020, each PSO will use their 2018 GHG Emissions as a placeholder for the purposes of their 2019 CNAR.</p> <p><i>[See the Appendix for instructions on how to complete this table by accessing your 2018 emissions data from the Clean Government Reporting Tool (CGRT).]</i></p>	
Total Emissions (tCO <sub>2</sub> e)	348
Total BioCO <sub>2</sub>	0
Total Offsets (tCO <sub>2</sub> e)	348
Offset Investment (\$25 per tCO <sub>2</sub> e) <i>[Total Offsets x \$25/tCO<sub>2</sub>e]</i>	\$8,700

**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? 157
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 December 31, 2019? 4,149 (m<sup>2</sup>)
3. What was the primary use of that space (office, education, warehousing, health services, lodging, arts and recreation, other)? Health Services
4. How many motor vehicles did your organization own or lease as of December 31, 2019? One



**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. Recycling all renewable waste.
2. Turn off monitors and lights when not in use.
3. Identify entry points and remedy to eliminate drafts.

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

**Communicate to all staff the importance of conserving energy whenever possible through turning off lights from the last person leaving a room and leaving the shades down at night to conserve heat. Also encourage all staff to recycle as much as possible.**

**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.)**

**Did not consider any effects on climate change in the coming years.**



**Retirement of Offsets:**

In accordance with the requirements of the *Climate Change Accountability Act* and Carbon Neutral Government Regulation, St. Michael's Centre (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**

A handwritten signature in black ink, appearing to be "Ken Shiu".

6/4/20

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Signature

Date

Ken Shiu

Finance Manager

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Name (please print)

Title

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