

PSO CCAR TEMPLATE

2021 Reporting Year

Title: *Small Emitters Form* 2021 PSO Climate Change Accountability Report

Organization: *Legal Aid BC (Legal Services Society)*

PART 1. Legislative Reporting Requirements

[Information provided in this section will complete PSOs' legislative reporting requirements under the [Climate Change Accountability Act \(section 8.1\)](#) and the [Carbon Neutral Government \(CNG\) Regulation](#).

Part 1 must be completed in full by all PSOs, including Small Emitters.]

Declaration statement: This PSO Climate Change Accountability Report for the period January 1, 2021 to December 31, 2021 summarizes our greenhouse gas (GHG) emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2021 to reduce our GHG emissions, and our plans to continue reducing emissions in 2022 and beyond.

Emission Reductions: Actions & Plans

- Further, expand our electronic document management systems in an effort to reduce overall printing.
- Continue to upgrade printers
- Health & Wellness programs promoting active work/life balance IE. Biking to work.

A. Stationary Sources (e.g. buildings, power generation)

1) *LABC does not own any building and do not manage retrofits.*

B. Mobile Sources (e.g. fleet vehicles, off-road/portable equipment)

LABC does not have any organizational vehicles.

C. Paper Consumption

1) *We currently only use recycled paper.*

2) *Through the implementation of a Hybrid work model, paper consumption was reduced.*

2021 GHG Emissions and Offsets Summary Table:

[NOTE: this section separates BioCO₂ from total emissions. Please see [Appendix 1](#) for instructions on populating the table.]

LABC 2021 GHG Emissions and Offsets Summary	
GHG Emissions created in Calendar Year 2021	
[See Appendix 1 for instructions on how to access your 2021 emissions data from the Clean Government Reporting Tool (CGRT). Cells A through E below are identified in Figure 1 ; cell F is identified in Figure 2 .]	
Total Emissions (tCO ₂ e)	121
Total BioCO ₂	0
Total Offsets (tCO ₂ e)	121
Adjustments to Offset Required GHG Emissions Reported in Prior Years	
Total Offsets Adjustment (tCO ₂ e)	0
Grand Total Offsets for the 2021 Reporting Year	
Grand Total Offsets (tCO ₂ e) to be Retired for 2021 Reporting Year	121
Offset Investment (\$25 per tCO ₂ e) [Grand Total Offsets to be Retired x \$25/tCO ₂ e]	3,025

i. [Note, BioCO₂ is included in Total Emissions but not Total Offsets. For K-12 and Post-Secondary organizations, and BC Transit, Total Offsets will not equal Total Emissions minus Total BioCO₂ because offset exempt emissions for buses are included within Total Emissions.]

ii. Emissions and offset investment amounts will be validated by CAS prior to distributing invoices.

iii. You must round "Grand Total Offsets to be Retired" to a whole number (no decimal places) before multiplying by \$25 (e.g., 43.2 = 43, 43.5 = 44).]

Retirement of Offsets:

In accordance with the requirements of the *Climate Change Accountability Act* and Carbon Neutral Government Regulation, **Legal Aid BC (the Organization)** is responsible for arranging for the retirement of the offsets obligation reported above for the 2021 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 within 30 days, 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:



June 1, 2022

Signature

Date

Salman Azam

Chief Operating Officer

Name (please print)

Title

[Please email your signed, completed report to Carbon.Neutral@gov.bc.ca by no later than May 31, 2022.]