



MAY 2016

carbon neutral corner

BC Climate Action Secretariat, Ministry of Environment, contact: climateactionsecretariat@gov.bc.ca

***REMINDER* 2015 REPORTING YEAR DEADLINES**

MAY 16 2016: Self-certification checklist submitted

May 31 2016: Carbon Neutral Action Report & survey form submitted

June 30 2016: Offset payment received & declare Carbon Neutrality!

THANK YOU to all public sector organizations for getting your 2015 emissions data loaded into SMART-Tool! The next deadline is May 16, 2016 for the self-certification checklist. You will receive your organization's offset invoice the same week. Any questions please email: climateactionsecretariat@gov.bc.ca

2015 CNAR Data Reporting:

When filling out your 2015 CNAR, be sure to use the FINAL emission, offset and adjustment numbers found on your SMARTTool homepage. These numbers will be finalized by May 16 and are should be used for your 2015 reporting. Please ensure you verify these numbers after May 16th before submitting your CNAR.

Adaptation Video Series

There is now a series of Adaptation videos on the Climate Leadership Youtube channel. This Video Series provides an introduction to living with climate change on the BC Coast, with special attention to Coastal Flood Management, Rainwater Management and Water Conservation.

The series provides examples of adaptation in each of the three subject areas, illustrating that adaptation to climate change can be more easily managed by planning early and implementing changes in small steps. Videos can be found [here](#).

Offset Payments

Public Sector Organizations will receive their offset invoice the week of May 16. It will contain all necessary information to submit your payment. Please be aware that if you pay via Wire Transfer, \$15 will be added to you invoice to cover the additional charge for the transfer. Electronic Fund Transfers and cheque payments will have no additional fees.

2015 Reporting Documents

REMINDER—All 2015 instructions and documents can be found [here](#) on the CAS webpage. For Survey URL Links please email climateactionsecretariat@gov.bc.ca

Please note the following changes to the 2015 CNAR Process:

- 1) In previous years, the CNAR process required completion of two separate surveys. This year, there's one survey to complete with two parts: Part One represents the 'Actions' portion of the CNAR and will be appended to your overview document. Part Two collects data to be used for internal purposes only (i.e., Part Two will not be made public).
- 2) The CNAR Overview template now includes a section through which your organization agrees to have the Ministry of Environment retire offsets on behalf of your organization. The section simply makes explicit the process that the Ministry used last year. It's a more transparent process as well as providing the Ministry with more flexibility in the retirement of offsets.

