



2016 REPORTING YEAR DEADLINES

- **APR 28 2017: All 2016 data loaded into SMARTTool**
- **MAY 15 2017: Self-certification checklist submitted**
- **MAY 31 2017: Carbon Neutral Action Report & survey form submitted**
Final offset payment due

Website Refresh

The Climate Action Secretariat (CAS) is in the process of updating the CNG Program's web pages. CAS consulted a few public sector organizations to get their perspective on how to improve its navigation and usability. You can expect the new web pages to be up and running within the next few weeks. In the meantime, some of the important links provided to you earlier this year for year-end reporting purposes, may be broken as a result. Please use the links below to access the documents as these will continue to work even if the underlying materials move or are updated.

[All 2016 Guidance documents and templates](#)
[2016 Carbon Neutral Action Report \(CNAR\) Overview Template & Instructions](#)
[2016 Self-Certification Checklist](#)
[2016 Small Emitters Form](#)

The 2016 CNAR Survey link is

<http://fluidsurveys.com/s/cas-z/cnar-2016/>

SMARTTool 2.0

SMARTTool replacement Pilot — Volunteers Needed!!

In January, we announced that our procurement of a SMARTTool replacement was completed and the successful proponent is GHG Accounting Services Ltd., who will be implementing software called *SoFi Enterprise*.

As we begin planning for implementation, we are looking for PSOs interested in participating in a future pilot phase. Please contact carbon.neutralapps@gov.bc.ca if you would like to help test the new software and we will connect with you directly with further details (timeline, process, commitments, etc.) in the coming weeks.

Please note, SMARTTool will remain operational until the late fall of 2017, when onboarding to SoFi is expected to begin. Thus, please continue to load your 2017 data into SMARTTool.

Success Stories

If your PSO completed a project or initiative during 2016 that has resulted in significant operational greenhouse gas emissions reductions, we would like to hear from you! As a part of our annual report we like to highlight success stories that demonstrate PSO leadership in action on climate change and sustainability.

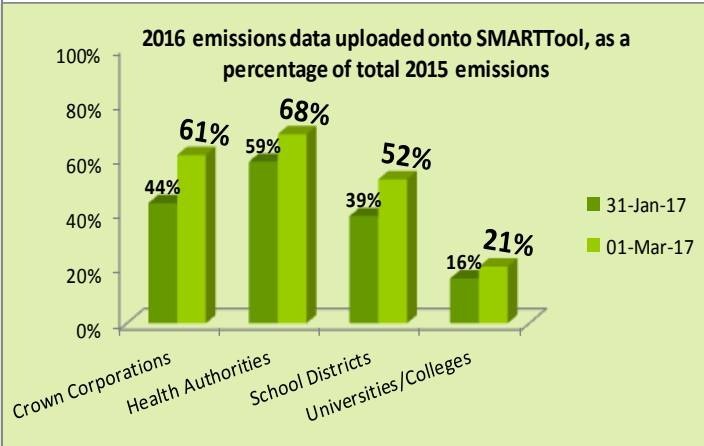
If you would like us to consider your success story for the annual report, please email your story to climateactionsecretariat@gov.bc.ca by March 31.

Streamlining Procurement for PSOs

Here's an update on December's newsletter when we reported that Climate Action Secretariat is developing 3 Corporate Supply Arrangements (CSAs) this spring: Energy Studies, Renewable Energy Studies and Electric Vehicle Charging Stations. Our procurement for the Charging Stations is now posted on BC Bid, closing on March 22. We hope to make that CSA available to you by end of April. Our next priority will be renewable energy studies, and then energy management studies; both are on target to be available sometime in the summer.

For more information contact us at climateactionsecretariat@gov.bc.ca

Loading Data



The April 28 deadline to load data into SMARTTool is now only six weeks away. Judging from the chart above, PSOs are generally making good progress relative to late January. However, some PSOs have not loaded any data at all and we know who you are! :) Those PSOs can expect a call from our friendly CNG staff in the coming days and weeks.

If you are having any issues with SMARTTool please contact us at carbon.neutralapps@gov.bc.ca.

Newsletter Revamp

PSO feedback to CAS indicates that this newsletter is an effective means of providing important information. Looking to the future, CAS is planning to revamp and broaden Carbon Neutral Corner to incorporate the wider scope of leadership that the provincial public sector is showing in the context of climate action. Therefore this will be the last edition of the "Carbon Neutral Corner" newsletter and you can expect to see a revamped edition sometime in June. You will still find a section of the newsletter dedicated to Carbon Neutral Government with any important news and reminders about your annual reporting requirements.

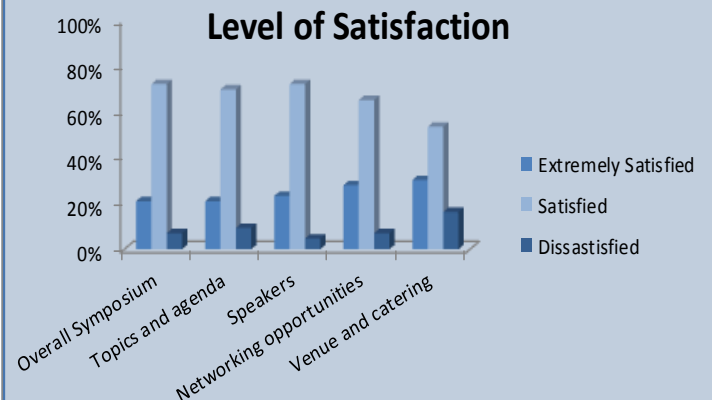
We're inviting all PSOs for suggestions to name the refurbished newsletter! If you would like to participate, please email your suggestion to climateactionsecretariat@gov.bc.ca.

Upcoming Provincial Election

As you know the BC Provincial election is taking place on May 9, 2017. During the interregnum period, which will begin March 31, all public facing communications from government will cease. That means that there won't be an April or May edition of this newsletter. CNG communications, such as those regarding reporting requirements, will be communicated via email.

Feedback on 2016 Public Sector Climate Leadership Symposium

First of all, we would like to thank all Symposium participants who took the time to complete the post-symposium survey and offer their feedback. And we are happy to report that participants were generally pleased with the 2016 Symposium. Over 90% expressed satisfaction in almost all the categories. That being said, we recognize there is always room to do more to meet your needs and interests. In that context, we received numerous suggestions for topics to be covered at future symposia including: emission reduction case studies; opportunities to discuss new policy commitments and more on adaptation planning. Respondents also indicated they would like us to provide details on climate action solutions, cutting edge technologies, how to finance projects and more. Moreover, there was strong interest in having more activities during the symposium involving participant engagement and interaction. We will work to weave these interests into our upcoming symposia.



If you would like to offer ideas and suggestions for the 2017 symposium, email them to climateactionsecretariat@gov.bc.ca