

# Ecojustice Canada

## Greenhouse Gas Emissions Report for the 2016 Fiscal Year

November 1, 2015 to October 31, 2016

Date April 4, 2017  
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## Introduction

Ecojustice is a national charitable organization dedicated to defending Canadians' right to a healthy environment. Their ground-breaking lawsuits protect wilderness and wildlife, take aim at dirty energy projects and keep harmful chemicals out of the air, water and soil. Lawyers of Ecojustice represent community groups, non-profits, First Nations, and individual Canadians on the frontlines of the fight for environmental justice. Ecojustice measured its sixth greenhouse gas (GHG) inventory with Climate Smart for the 2016 fiscal year and recorded emissions of 162.83 tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e). Ecojustice is Climate Smart certified for 2017.

As a Climate Smart certified business, Ecojustice conducted its GHG emissions inventory according to the Greenhouse Gas Protocol Corporate Accounting and Reporting Standard, Revised Edition ("the GHG Protocol"). The GHG Protocol is an internationally recognized standard published by the World Resources Institute and the World Business Council on Sustainable Development. The GHG Protocol and related documents can be accessed at <http://www.ghgprotocol.org/>.

A letter from Climate Smart attesting to Ecojustice's completion of its GHG inventory and Climate Smart certification may be available upon request.

### Greenhouse Gas Protocol

- Developed by the World Resources Institute
- Most widely recognized standard for emissions reporting internationally
- <http://www.ghgprotocol.org/>.

## Organizational Boundaries

Ecojustice used the operational control approach to determine its organizational boundary and included in its inventory all operations over which it has operational control.

## Inventory Boundaries

According to the GHG Protocol, organizations have to select the operational boundaries around the activities they will include in their inventory. The GHG Protocol requires the inclusion of Scope 1 and 2 emissions, and suggests including Scope 3 emissions from activities relevant to an organization's business and goals, and for which reliable data can be obtained. Emissions scopes are defined as follows:

**Scope 1:** includes direct GHG emissions from sources that are owned or controlled by the reporting company or organization:

Ecojustice did not have any Scope 1 activities.

**Scope 2:** includes indirect GHG emissions from purchased electricity and purchased heat:

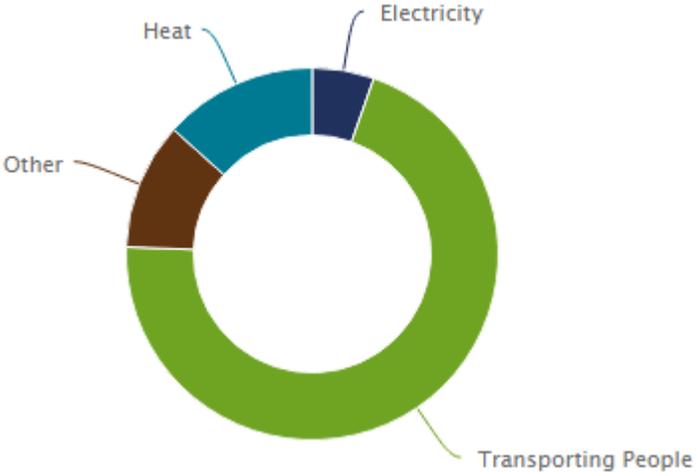
For scope 2, purchased electricity for Vancouver office was included.

**Scope 3:** includes indirect GHG emissions that are consequences of the reporting company's operations but occur at sources owned by another company:

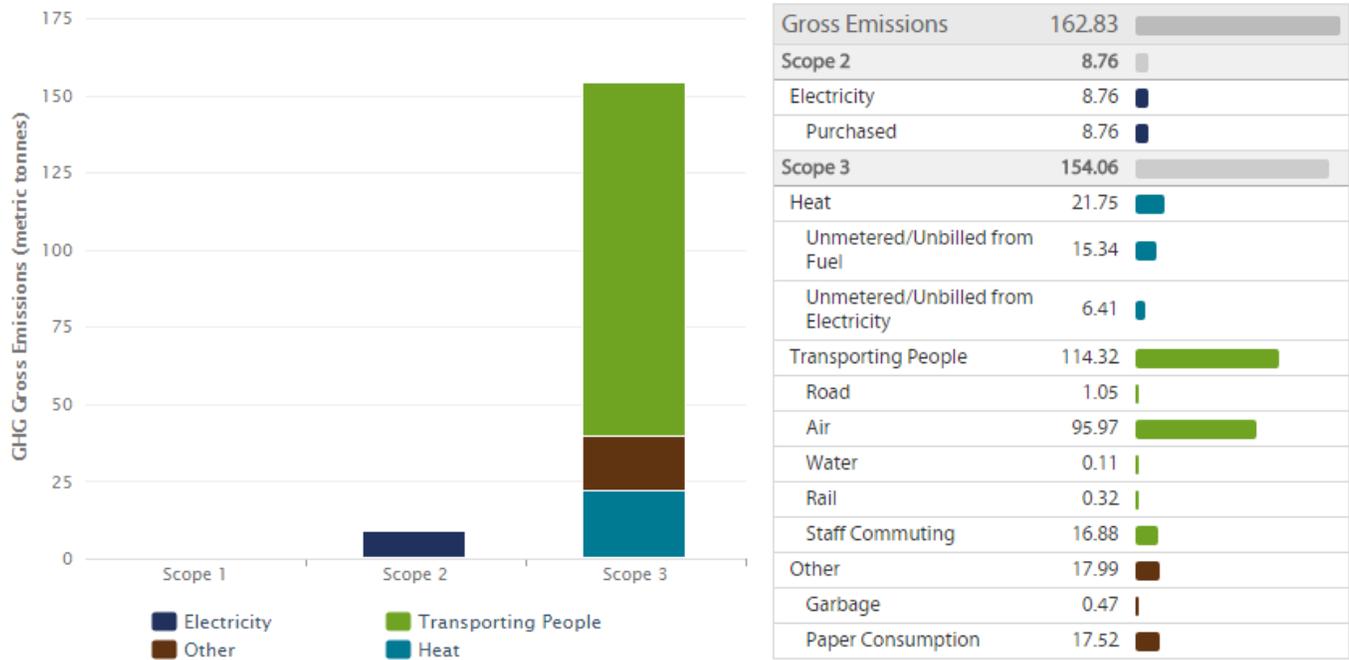
For scope 3, unmetered heat, business travel, staff commuting, garbage, and paper consumption were included.

# Greenhouse Gas Emissions Summary

**Figure 1: Total Emissions for the 2016 Fiscal Year, by Type (tCO<sub>2</sub>e)**



Gross Emissions		162.83
Electricity	8.76	■
Purchased	8.76	■
Heat	21.75	■
Unmetered/Unbilled from Fuel	15.34	■
Unmetered/Unbilled from Electricity	6.41	■
Transporting People	114.32	■
Road	1.05	
Air	95.97	■
Water	0.11	
Rail	0.32	
Staff Commuting	16.88	■
Other	17.99	■
Garbage	0.47	
Paper Consumption	17.52	■

**Figure 2: Total Emissions for the 2016 Fiscal Year, by Scope (tCO<sub>2</sub>e)**


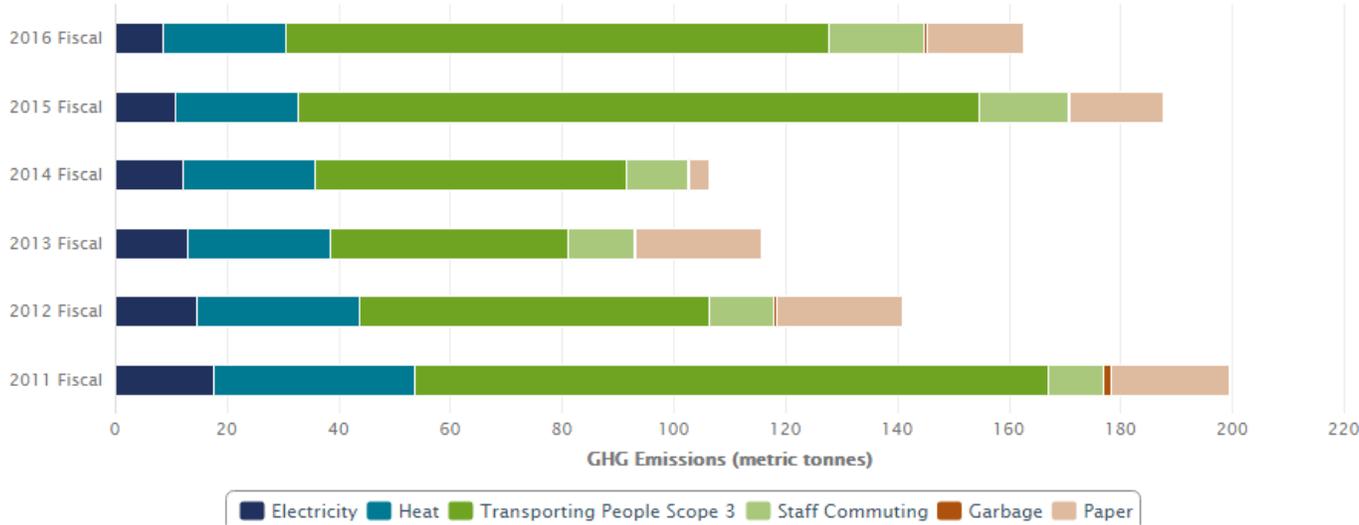
The new GHG Protocol Scope 2 guidance, released in January 2015, now requires companies to report their Scope 2 emissions in two ways: **location-based method** (reflecting grid emission factors), and **market-based method** (using supplier specific emissions factors and/or those from contractual instruments such as renewable energy certificates - RECs). The table below report the emissions calculated using these two methods. Note that location-based values are shown on the emissions summary charts presented in this report.

**Table 1: Scope 2 Emissions Summary**

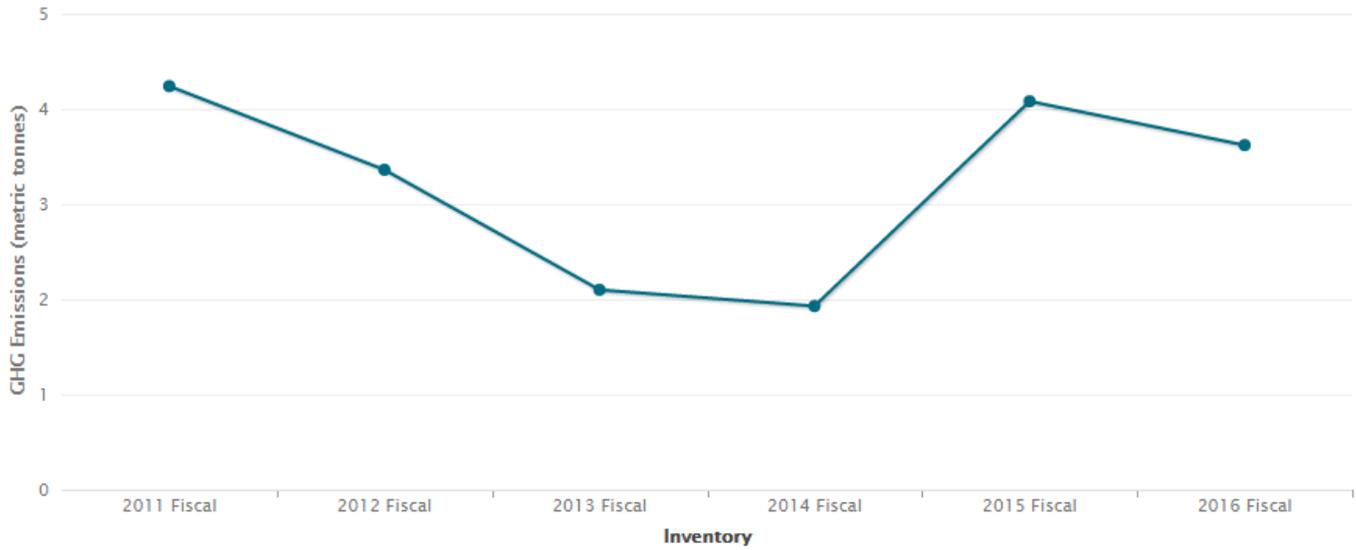
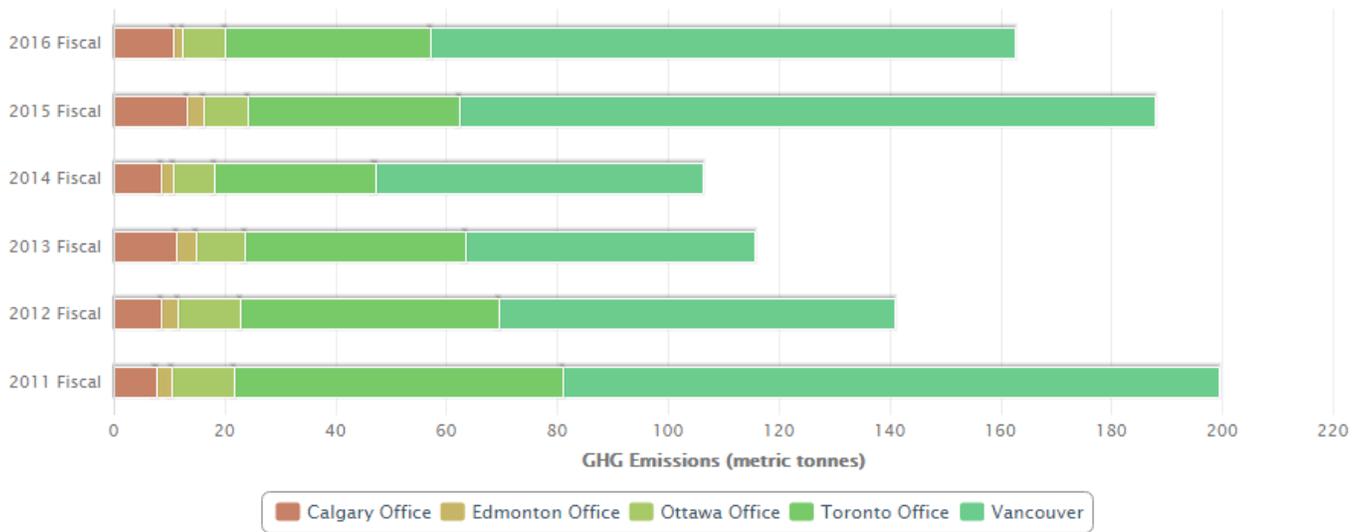
	Total kWh	Total tCO <sub>2</sub> e
Location-based Calculation <sup>1</sup>	64,295	8.76
Supplier Specific Market-based Calculation <sup>2</sup>	64,295	8.56

<sup>1</sup> Emission Factor based on Environment and Climate Change Canada: National Inventory Report, 2016.

<sup>2</sup> Emission Factor based on BC Ministry of Environment: Best Practices Methodology for Quantifying GHG Emissions, 2016.

**Figure 3: Total Emissions from Baseline to the 2016 Fiscal Year, by Type (tCO<sub>2</sub>e)**


Emissions by Type (metric tonnes CO <sub>2</sub> )	2011 Fiscal	2012 Fiscal	2013 Fiscal	2014 Fiscal	2015 Fiscal	2016 Fiscal
Electricity	17.58	14.67	13.07	12.31	10.97	8.76
Heat	36.05	28.99	25.59	23.59	21.86	21.75
Transporting People Scope 3	113.48	62.68	42.54	55.59	121.83	97.45
Staff Commuting	9.8	11.68	11.76	11.14	15.95	16.88
Garbage	1.49	0.36	0.35	0.33	0.41	0.47
Paper	21.06	22.67	22.45	3.42	16.83	17.52
<b>Total</b>	<b>199.46</b>	<b>141.05</b>	<b>115.76</b>	<b>106.38</b>	<b>187.85</b>	<b>162.83</b>

**Figure 4: Emissions per FTE from the Baseline Year to the 2016 Fiscal Year (tonnes of CO<sub>2</sub>e/FTE)**

**Figure 5: Total Emissions from the Baseline Fiscal Year to the 2016 Fiscal Year, by Location (tCO<sub>2</sub>e)**


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## Methodology

This inventory was conducted using the emissions factors from the Climate Smart web-based greenhouse gas management tool. The Climate Smart GHG management tool was designed for adherence to the GHG Protocol.

Climate Smart's emission factors come from a variety of sources, such as the GHG Protocol Initiative, the US Environmental Protection Agency, the US Department of Energy, the Intergovernmental Panel on Climate Change and Natural Resources Canada. Climate Smart reviews its emission factors annually to update them based on refined industry methodology and changing electricity grids. Further details on Climate Smart's emission factors, their sources, and methodology for updating them are available upon request to [info@climatesmartbusiness.com](mailto:info@climatesmartbusiness.com).

### Electricity Use > Purchased

The total kilowatt-hours consumed by the Vancouver office were entered. The office areas of Toronto, Ottawa, Edmonton, and Calgary offices were entered to estimate emissions based on provincial average.

### Heat Use > Unmetered/Unbilled from Fuel

The square footage of the Vancouver, Calgary, and Edmonton office locations were entered to estimate emissions based on respective regional averages.

### Heat Use > Unmetered/Unbilled from Electricity

The office areas of Toronto and Ottawa offices were entered to estimate emissions based on respective regional averages.

### Transporting people > Vehicles owned by others > Road

The total kilometers travelled and the modes of transportation were entered. This category included taxi trips and reimbursed mileage.

### Transporting people > Vehicles owned by others > Air

The annual kilometers travelled and the flight types (short-, medium-, or long-haul) were entered.

### Transporting people > Vehicles owned by others > Water

The total number of one-way trips per passenger was entered for each BC Ferry route taken.

### Transporting people > Vehicles owned by others > Rail

The annual kilometers travelled by rail were entered.

### Transporting people > Vehicles owned by others > Staff Commuting

The total kilometers travelled by each commute type were entered based on an employee survey.

### Other > Garbage

The total weights of waste were carried over from previous year's inventory.

### Other > Paper Consumption

Emissions were calculated using the Environmental Paper Network's "Paper Calculator", based on weight and type of paper used.

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## Emissions Reduction Plan

The following list outlines the emission reduction strategies that Ecojustice has either already implemented, or is planning to implement going forward:

## REDUCTION PLAN FOR 2017 CLIMATE SMART CERTIFICATION (FINAL)

Organization: Ecojustice

Date: April 4, 2017

Submitted by: Jessica Molnar / Ally Wold

<b>ELECTRICITY</b>		
<b>STRATEGY</b>	<b>STATUS</b>	<b>TIMEFRAME</b>
Move Toronto office into a LEED building.	Implemented	October 2015
Put reminders around the office to turn off lights, equipment, etc. when not in use. Email reminders will be sent out and / or someone in office to go around and check.	Planned	June 15, 2016 Summer 2017
Reminders to power down power bar (especially at the beginning of summer before going away on vacation).	Planned	May 2017
Investigate the option of setting up an online account with BC Hydro to track power use in real time and using this tracking to organize an office Energy Challenge.	Implemented	January 2016
Changing power settings on computers to reduce energy consumption.	Planned	Summer 2017
<b>NATURAL GAS</b>		
<b>STRATEGY</b>	<b>STATUS</b>	<b>TIMEFRAME</b>
Set the thermostat to a low setting at night and all weekends where possible – already implemented in Vancouver. Toronto and Ottawa do not have ability to control the thermostat. Look into installing programmable thermostat in Calgary office to lower the temperature one hour before the end of day Monday to Friday, and to keep it lower over the weekend, and have the heat increase one hour before the office opens Monday to Friday.	CS Suggestion	2017
<b>BUSINESS TRAVEL</b>		

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STRATEGY	STATUS	TIMEFRAME
Set up videoconferencing in all offices.	Implemented	2015
<p>Create new travel policy developed by Leadership team. Kim to check with Leadership team.</p> <p>Kim and Jessica started working on a travel policy, but it was decided that the leadership team would take this on. Ally/Jessica to follow up with the new leadership team.</p>	Considering	June 2016
Maximize necessary travel. Combine trips to avoid unnecessary travel (i.e. 2 meetings / one flight) – most staff are good about maximizing their trips.	Implemented	2016
Take train / bus instead of airplane when possible.	Implemented	2016
<p>Look into whether or not there are better carbon offset options.</p> <p>Update for 2017 Reduction Plan: We considered buying carbon offsets, but it was decided it is not a good option for Ecojustice as it costs money, and since we're a charity, spending extra money is not ideal (too expensive).</p>	Not Implemented	July 2016
<b>STAFF COMMUTING</b>		
STRATEGY	STATUS	TIMEFRAME
Subsidize bus passes in all offices (85% subsidy, 50% for Vancouver zones 2 and 3), only employees that commute to work by transit receive the subsidy).	Implemented	More than three years ago
Install bike racks in Vancouver office. This was done and they are located directly outside of the office and the new office has a bike room for storage – even better!	Implemented	2013
Toronto has bike racks outside and they are waiting for the building to open a bike storage room, which is delayed.	Partially Implemented	2016
Ottawa bike rack is not safe and staff does not have permission to bring their bikes inside. Security at the university used to keep an eye on the bike rack, but we should consider other ways to ensure staff's bikes are safe.	Considering	August 2017

<p>Consider participating in bike-to-work events:          Vancouver: <a href="https://bikehub.ca/bike-to-work">https://bikehub.ca/bike-to-work</a> (May 29 – June 5, 2017)          Toronto: <a href="http://bikemonth.ca/toronto">http://bikemonth.ca/toronto</a> (May is Bike Month and May 30, 2017 is Bike-to-Work Day)          Calgary: <a href="http://biketoworkdaycalgary.ca">http://biketoworkdaycalgary.ca</a>. (Bike-to-Word Day: May 5, 2017)          Ottawa: <a href="http://www.biketoworkottawa.ca/en/pledge/workplaces">http://www.biketoworkottawa.ca/en/pledge/workplaces</a></p> <p>Jessica will look into BTWD in Toronto, Venetia might do it in Ottawa, and Betty said those who can bike to work are already doing it, so that office might do it as well. Vancouver has participated in the last two and will most likely do it in 2017 as well.</p>	Considering	2015 and 2016: completed in Vancouver  2017: all offices
<b>PAPER</b>		
<b>STRATEGY</b>	<b>STATUS</b>	<b>TIMEFRAME</b>
<p>Use 100% recycled paper when possible.</p> <p>There were two cases of 0% recycled paper in 2016. Carol and Jessica are looking into getting one Staples VIP account for all offices, which will streamline stationary ordering and give us better control of what kind of paper is being purchased. That said, we will only order recycled copy paper and nobody will be able to buy 0% recycled paper again.</p>	Re-implement	Implemented in 2015, but regressed in 2016. Return to 100% recycled paper in 2017.
<p>Investigate the option of using Step Forward wheat straw paper - check in with Carol on how she found this paper after having a trial.</p> <p>2016: This was too expensive for us, so we don't use this paper in the offices.</p> <p>2017: Ana at Climate Smart suggested re-visiting this option as she said the price isn't more expensive than recycled paper. We will look into better price options for Ecojustice if it is offered with the VIP Staples account program.</p>	2016: Considered 2017: Reconsider	2016: was too expensive, so did not purchase.  2017: end of spring.
<p>Switch donor reports from paper to online versions – too many donors rely on paper versions. Instead, making smaller runs at printer and monitoring so that we do not end up with excess.</p> <p>Update for 2017 Reduction Plan: Donor relations said they have many donors who prefer paper receipts, so we can't eliminate them. Currently, donors who donate monthly that we process through Raiser's Edge cannot receive an e-receipt. If they donate monthly</p>	2016: Planned 2017: Planned	2016: did not implement.  2017

<p>online, those are processed through engaging networks and they do receive an e-receipt. Donor relations hopes to have the issue with monthly e-receipts being processed through Raiser's Edge fixed so that everyone can receive an e-receipt if they so choose.</p>		
<p>Advertise the availability of one-sided 'draft' paper – place next to printer for drafts or 'printer test paper.'</p> <p>Update for 2017 Reduction Plan: We print everything double-sided, so this does not apply to Ecojustice.</p>	<p>2016: Planned</p> <p>2017: Not being considered</p>	
<p>Make notepads out of one-sided paper that would otherwise be recycled.</p>	<p>Considering</p>	<p>Spring 2017</p>
<p>Confirm all offices are using fax-to-email feature.</p> <p>After installing new printers in late 2016 and early 2017, we confirmed with all offices that they are using the fax-to-email feature <i>and</i> not printing faxes.</p>	<p>Implemented</p>	
<p>Stop junk mail / unwanted magazines from LawPro etc. – implementing – as we receive them. Confirm with all offices.</p> <p>Ana suggests we send an email to all lawyers asking if we can cancel any subscriptions. She also suggested just getting one copy of a magazine per office, and to see if there is an online version available.</p>	<p>2016: Planned</p> <p>2017: Planned</p>	<p>2016: As they come in (cancel)</p> <p>2017: As they come in (cancel)</p>
<b>WASTE</b>		
<b>STRATEGY</b>	<b>STATUS</b>	<b>TIMEFRAME</b>
<p>From 2016 Reduction Plan: Establish composting in Vancouver and Toronto offices – check in with Calgary and Ottawa on composting.</p> <p>Update for 2017 Reduction Plan: Vancouver, Toronto, and Ottawa have composting. The Calgary office is looking into it.</p>	<p>Implemented in Vancouver, Toronto, and Ottawa.</p>	<p>Calgary office: end of summer 2017</p>
<p>Vancouver office has recyclables thrown in the garbage. This needs to stop immediately. Ana suggested placing a deterrent sign with a photo on the garbage bin indicating that plastics <i>do not</i> belong in there. We should also consider moving the garbage bins to the far side of the recycling bins (to not make it so easy to toss things in the garbage).</p>	<p>Planned</p>	<p>Forthwith (2017)</p>

Ana suggested that the Vancouver office contact Urban Impact for signs that show where disposable coffee cups go (there is confusion over this).	CS Suggestion	2017
<b>FURTHER SUGGESTIONS</b>		
<b>STRATEGY</b>	<b>STATUS</b>	<b>TIMEFRAME</b>
Establish a “Green Team” / “Climate Smart” team to meet at regular intervals to assist with implementing strategies, keep momentum of said strategies, and come up with new ideas to reduce our GHG emissions.	CS Suggestion	2017

## Analysis

The table below shows how the emissions for Ecojustice have changed from the company's baseline inventory. Overall, **the emissions decreased by 18%**, with the majority of the reductions occurring in electricity, heat, and air travel. Emissions intensity, measured in GHG emissions per FTE, also decreased by 15% compared with their 2011 baseline year (see figure 4).

Activity	2011 Fiscal	2016 Fiscal	Absolute Change (tCO <sub>2</sub> e)	% Change	Justifications & Additional Notes
<b>Scope 2</b>					
Electricity	17.58	8.76	-8.81	-50%	Partially due to emission factor decreases. Consumption in the Vancouver office decreased by 25%.
<b>Scope 3</b>					
Transporting People - Road	4.41	1.05	-3.36	-76%	Decreased reimbursed mileage and taxi travel.
Heat	36.05	21.75	-14.30	-40%	Primarily due to emission factor decreases.
Paper Consumption	21.06	17.52	-3.54	-17%	Largely due to a change in methodology.
Staff Commuting	9.80	16.88	7.08	72%	Likely due to an increase in vehicle commuting. Large proportion from Vancouver office.
Transporting People - Air	107.81	95.97	-11.84	-11%	Less flights taken annually since baseline year. No staff retreat in FY2016.
Transporting People - Water	0.41	0.11	-0.29	-72%	Fewer ferry trips taken. No staff retreat in FY2016.
Transporting People - Rail	0.85	0.32	-0.53	-63%	Fewer rail trips taken.
Garbage	1.49	0.47	-1.02	-69%	Largely due to a change in methodology.
<b>Grand Total</b>	<b>199.45</b>	<b>162.83</b>	<b>-36.62</b>	<b>-18%</b>	

Moving forward, Ecojustice will work to minimize their emissions by continuing to focus on strategies aimed at paper use, commuting, electricity consumption, and more.

## Conclusion

The emissions inventory for Ecojustice is consistent with the internationally recognized GHG Protocol. Emissions were measured for the 2016 fiscal year and a finalized inventory of 162.83 tCO<sub>2</sub>e was recorded. The company's reduction strategies address a wide range of activities. This greenhouse gas inventory and accompanying reduction plan were compiled using best practices in carbon accounting, and demonstrate Ecojustice's continued commitment towards environmental stewardship and corporate social responsibility.

## About Climate Smart

Climate Smart is a Vancouver-based social enterprise that offers a comprehensive, small-group-based training program, certification and tools for small/medium enterprises (SMEs) to measure and **profitably reduce their energy, transport, and waste-related costs** and greenhouse gas (GHG) emissions.

In 2010, Climate Smart launched the first municipally supported climate change program designed specifically for the local SME business community. Other key partners are **Vancouver Fraser Port Authority, Vancouver Airport Authority, Vancouver Economic Commission** and **Richmond's Economic Development Department**.

Climate Smart builds capacity within businesses by training key staff to develop strategies for ongoing reductions in emissions and associated costs from energy, fuel and waste that create economic as well as environmental benefits. Climate Smart emphasizes the business case for GHG reduction: **operational efficiencies, cost savings, and competitive advantage**.

Climate Smart's training and **innovative data services** are designed to link business-sector actions to carbon emission reduction targets, while simultaneously addressing economic development and green economy goals. Climate Smart has built out extensive datasets, **case studies** and **analysis for community-emission modeling** – utilized by both partners and businesses to benchmark their progress amongst emission and cost-saving goals.

Case studies from a sampling of 78 Climate Smart businesses show a total **annual cost savings of \$2.6 million**. Case studies with GHG and cost reductions: <https://climatesmartbusiness.com/case-studies/>

## Key Sectors & Climate Smart Certified Businesses

Climate Smart works across a range of industry sectors, including:

- Construction & Real Estate
- Manufacturing
- Food & Beverage Processing
- IT and Tech
- Transportation related (terminals, marinas, distributors)
- Retail
- Professional Services (legal, accounting, engineering)

Example Climate Smart businesses include: **Aggressive Tube Bending, Van Houtte Coffee Services, Albion Fisheries, Frogbox, Concert Properties, Electronic Arts, Pacific Blue Cross, Ecojustice Chocolatier, River Market, Securiguard, Tinhorn Creek Vineyards, Continental Roofing, the PNE, 505-Junk, APEGBC, Treen Safety, Easy Park, Cypress Mountain and many more!**

### Climate Smart At A Glance

Climate Smart is a Vancouver-based social enterprise, providing expertise in small- and medium-sized enterprise (SME) training, software, tools, and certification to profitably reduce GHG emissions generated by business operations. Climate Smart builds capacity within businesses by training key staff to develop strategies for ongoing reductions in emissions and associated costs from energy, fuel and waste that create economic as well as environmental benefits.

Climate Smart emphasizes the business case for GHG reduction: operational efficiencies, cost savings, and competitive advantage.

Climate Smart's training and innovative data services are designed to link business-sector actions to carbon emission reduction targets, while simultaneously addressing economic development and green economy goals. Climate Smart has built out extensive datasets (gathered from client businesses since 2008), case studies and analysis for community-emission modeling – utilized by both partners and businesses to benchmark their progress against emission and cost-saving goals.

In 2010, Climate Smart launched the first municipally supported climate change program designed specifically for the local SME business community. Other key partners include: Vancity, Vancouver Airport Authority, Vancouver Economic Commission, Port Metro Vancouver, and CGA-BC.

**850+**

Climate Smart certified businesses to date (trained or in training)

**1,900,000+**

Total emissions measured by Climate Smart to date, in tonnes (t) CO<sub>2</sub>e

**11%**

Average reduction achieved after 3 years of Climate Smart certification

**\$397**

Projected cost savings to a business, per tonne CO<sub>2</sub>e reduced

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