

BC Family Maintenance Agency 2025 Climate Change Accountability Report

Title: 2025 Climate Change Accountability Report

Organization: BC Family Maintenance Agency

PART 1. Legislative Reporting Requirements

Declaration statement: This PSO Climate Change Accountability Report for the period January 1, 2025, to December 31, 2025, summarizes our greenhouse gas (GHG) emissions profile, the total offsets to reach net-zero emissions, the actions we have taken in 2025 to minimize our GHG emissions, and our plans to continue reducing emissions in 2026 and beyond.

Emission Reductions: Actions & Plans

The BC Family Maintenance Agency's (BCFMA) mission is to provide the highest quality client centric service, helping families achieve the best outcomes and future for their children. To achieve this mission BCFMA identifies ways to reduce our carbon footprint and to lessen our impact on climate change. Securing our compliance with the B.C. Carbon Neutral Government program and promoting a green corporate culture are two objectives that establish BCFMA as a green conscious corporate citizen.

Key BCFMA staff are trained in emission reduction activities, who subsequently train other BCFMA staff on current best practices aimed at minimizing our release of greenhouse gases. Each year BCFMA considers all types of emissions to understand how they are derived, before implementing best practices in priority areas of reduction. Ease of implementation, potential for decreases in costs, and potential benefits in the areas of paper, electricity, third party shipping, staff commuting, waste, and employee/supply chain engagement are all considered.

BCFMA's Green Team (managers and staff) is the Agency's go-to workplace action team for initiating, organizing, and communicating green organizational initiatives. Green Team members set goals, develop strategies, and communicate emission reduction best practices to staff. Green initiatives and techniques are shared with staff through a Green Team intranet site, the development of a quarterly newsletter, discussions during in-person promotional events, and by making presentations at organization-wide meetings. Gaining the support of employees has been one of the most effective ways BCFMA has driven change across the organization.

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

BCFMA's strategies to reduce emissions from stationary sources focus on utilizing building energy-saving and recycling/waste reduction/composting best practices.

BCFMA has an Agency-wide recycling/waste reduction system. Disposables and recyclables are collected and recycled from all offices. On an annual basis the Agency investigates additional opportunities to recycle, reduce space and waste, and minimize building power usage. As low-efficiency, single user office equipment (e.g. fax machines and printers) reach end of life, they are removed from service and replaced with higher efficiency equipment and systems that include multi-function printers and centralized/multiple user printing systems.

BCFMA's Green Team, an internal action team of staff members, have initiated and hosted events that support organization sustainability and waste-reduction goals. Annual initiatives include Trash to Treasure, Gift-Wrapping Stations, Green Thumb Days, Earth Day, encouragement of digital document use, and keeping staff informed about sustainable practices. The Trash to Treasure event encourages staff to bring in new or gently used items that another staff member might want. Green Thumb Days encourages staff to add plants to their office spaces to eliminate air pollutants and enhance workplace appearance.

Saving electricity is one of the easiest and most impactful ways for BCFMA to save energy. "Lights Out" practices are in place to educate staff on how to save electricity and to maximize the lifespan of lighting. Equipment that is used less often is either turned off, unplugged, or utilizes sleep/standby mode until needed (to save electricity). Outdated desktop computers are replaced with laptop computers as the smaller, portable devices utilize less energy. Newer equipment most often are more cost-effective to run as they are more energy efficient and are less likely to break down, resulting in lower maintenance costs.

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

BCFMA does not have any fleet vehicles, off-road equipment, or portable equipment of its own. Agency reductions from mobile sources focus on minimizing staff travel and reducing travel required by suppliers to deliver goods and services to our buildings.

Before 2020 almost all family law court proceedings occurred in person. As a result of the COVID-19 pandemic, virtual court proceedings were normalized and many BCFMA legal counsel activities (e.g. court appearances, meetings with clients) that previously were conducted in person were instead held virtually. Today, BCFMA legal counsel appear before the courts virtually for most provincial court remand matters, as well as certain appearances before Supreme Court or Court of Appeal Justices and Registrars. As a result, travel required by BCFMA legal counsel to attend court is much less than it was before 2020. By utilizing digital access to Court Services Online, B.C. lawyers are able to remotely

view provincial court family files, submit files through e-filing, conduct e-searches of civil and criminal court documents, utilize filing assistant to fill out forms, and may view daily court lists. All of these digitized activities have contributed to the reduction of travel by lawyers and other staff/agents to court registries.

BCFMA has a bus pass program that encourages staff to travel using public transit. Transit incurs a lower cost per trip and with a lesser impact on the environment than travel by personal vehicle. BCFMA offices are very supportive of encouraging staff to commute by bicycle and to participate in Go by Bike Week events (organized three times each year) coordinated with each offices' communities. Agency policies encourage staff to rent compact cars when they must travel long distances for work, resulting in lesser impact on the environment.

BCFMA continues to minimize the impacts of supplier travel by encouraging fewer one-off deliveries and scheduling services on demand (when needed, instead of following a regular schedule), which results in less truck trips to/from our organization. Less supplier trips result in less emissions expended by suppliers to meet supply needs.

C. Paper Consumption

Each year BCFMA identifies and implements several significant business process re-design projects or implements new technology, allowing the Agency to modernize and see significant annual reductions in the overall need for paper each year. Working groups meet regularly to identify opportunities and further develop solutions for business and technology process re-engineering. Key 2025 initiatives for lessening dependence on paper and to reduce the impacts of the paper that is used included:

- Overall reduction of paper-based processes and transition to digital-first systems, which has reduced paper consumption and improved operations
- Complete transition to using sugar paper rather than traditional wood-based paper
 - Uses less GHGs in production and is created from a residue waste fibre from the sugar manufacturing process
- Shift to digital client letters/communication and organizational reports to enhance efficiency and improve communication
- Promotion of online program enrolment which reduces the need to print and mail (or fax) enrolment submissions
- Completed the transition to UKG, a digitized Human Resources Information System
 - Digitized payroll and timekeeping tracking eliminated a paper-based system
 - The addition of a recruitment module has cut down on paper usage through electronic handling of job applications, resumes, offer letters and onboarding documents
- All personnel files and documentation have been digitized, increasing efficiency, improving file security, and reducing costs to managing files

- Encouraged staff to follow organizational best practices including two-sided printing, electronic communication, digital file-viewing, and printing only when necessary

D. Fugitive Sources¹ (e.g., heat pumps, refrigerators, air conditioners)

BCFMA uses minimal fugitive emissions with only 10 small personal refrigerators and building managed heating and cooling systems. When equipment needs replacing, new appliances will be low emission systems. Additionally, the Agency does not use any non-centralized air conditioning equipment, commercial refrigerators, or other fugitive emission sources.

The minimal refrigerants used are primarily for storing food for employee lunches and therefore do not release any statistically significant GHG's.

2025 GHG Emissions and Offsets Summary Table

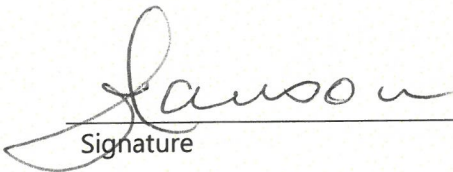
BC Family Maintenance Agency - 2025 GHG Emissions and Offsets Summary	
GHG emissions for the period January 1 - December 31, 2025	
Total BioCO ₂	0.062301
Total Emissions (tCO ₂ e)	35.1
Total Offsets (tCO ₂ e)	35.0
Adjustments to Offset Required GHG Emissions Reported in Prior Years	
Total Offsets Adjustment (tCO ₂ e)	0
Grand Total Offsets for the 2025 Reporting Year	
Grand Total Offsets to be Retired for 2025 Reporting Year (tCO ₂ e)	35
Offset Investment (\$)	\$875

¹ Fugitive sources: sources of greenhouse gas emissions resulting from unintentional releases (leaks) of gases, such as hydrofluorocarbon (HFC) refrigerants from equipment

Retirement of Offsets:

In accordance with the requirements of the *Climate Change Accountability Act* and the Carbon Neutral Government Regulation, BC Family Maintenance Agency (**the Organization**) is responsible for arranging for the retirement of the offsets obligation reported above for the 2025 calendar year, together with any adjustments reported for past calendar years (if applicable). The Organization hereby agrees that, in exchange for the Ministry of Energy and Climate Solutions (**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:



Signature

May 11, 2026

Date

Joanne Hanson

Name (please print)

Chief Executive Officer

Title