



Cercle Molière

SECTION 2

GREEN BUILDING PROGRAM ADMINISTRATION

GREEN BUILDING PROGRAM MANUAL

GREEN BUILDING PROGRAM ADMINISTRATION

The Green Building Program supports the Manitoba Green Building Policy. It directs government organizations collectively referred to as the Government Reporting Entity (GRE) to promote sustainable building practices. The policy requires government organizations to apply the green building criteria and report building project results.

The Green Building Co-ordination Team (GBCT) are the stewards of the Green Building Program Manual which conveys Manitoba’s minimum green building criteria (standards and practices) for buildings owned or funded by government organizations. The Green Building Program (GBP) is administered by the GBCT who provide technical support and policy interpretation; support and chair stakeholder committees; co-ordinate policy expansion and revision; and report the impact and benefits of the GBP back to government.

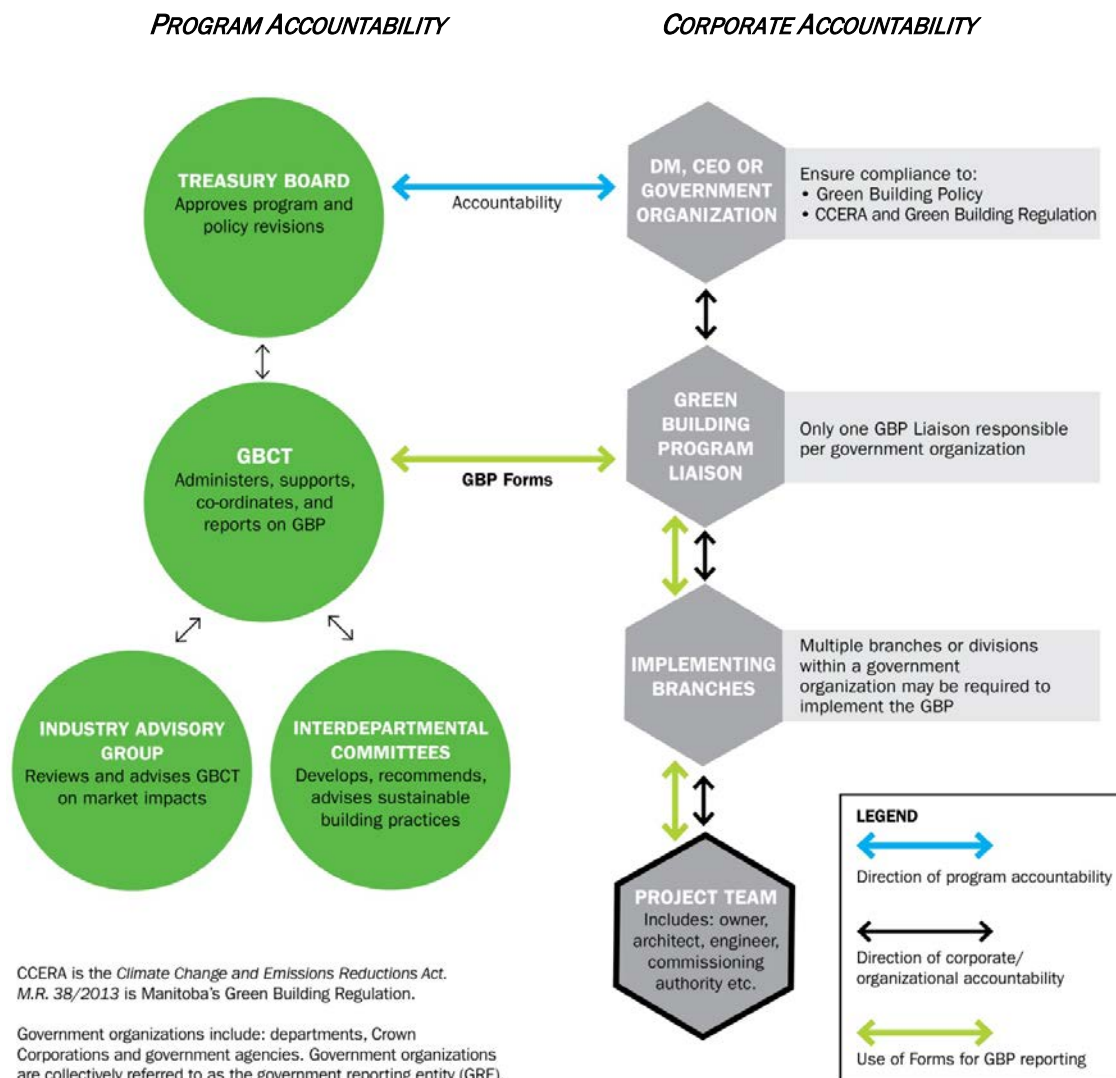
| CONTENTS | PAGE |
|--|------|
| 2.1 Program & Corporate Accountability..... | 2-3 |
| 2.2 Program Development & Maintenance | 2-4 |
| 2.3 Government Organizations Affected | 2-5 |
| 2.4 Responsibility of Government Organizations..... | 2-5 |
| 2.5 Responsibility of Green Building Co-ordination Team..... | 2-6 |

2.1

Program & Corporate Accountability

Treasury Board requires all government departments, Crown corporations and agencies that own or fund buildings to add the applicable green building program criteria into contracts and agreements. This will advance the green building effort and ensure the Manitoba government achieves its green building goals.

This diagram illustrates the responsibilities for program development and delivery. It also establishes the framework for the government's commitment and accountability.



2.2

Program Development & Maintenance

Program development and maintenance are the responsibility of the Green Building Co-ordination Team (GBCT). The team is a branch of Manitoba Infrastructure and Transportation (MIT), Accommodation Services Division.

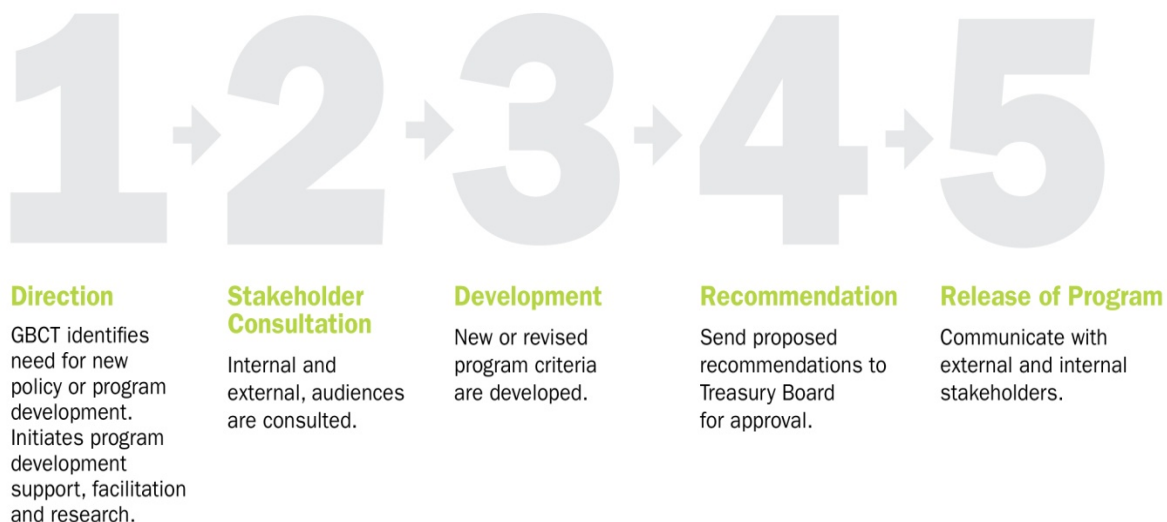
Background

Before 2007, an interdepartmental working group identified the need for a common set of green building criteria that would apply to every government organization that owns, funds or operates buildings. The working group developed a green building proposal. Treasury Board approved the policy proposal and announced it would apply to the GRE. At the same time, Treasury Board created the GBCT and authorized the team to provide technical support and interpretation; co-ordinate future development and expansion of the proposal; evaluate the green building criteria; and report the impacts of green building activity on the environment and the economy.

Process for Green Building Program Expansion and Maintenance

GBCT co-ordinates and activates program expansion and maintenance initiatives. These are based on government priorities, analysis of program results, market surveillance and technical or regulatory developments in the industry. The process is supported by government committees and industry stakeholder committees including Interdepartmental Working Group – Green Building (IWG-GB) and Industry Advisory Group – Green Building (IAG-GB).

Process Diagram. This diagram illustrates the five steps used to develop and refine Manitoba's Green Building Program criteria.



2.3

Government Organizations Affected

The Green Building Policy, *The Climate Change and Emissions Reductions Act* and the Green Building Regulation apply to government organizations; departments, Crown corporations and agencies comprising the GRE. The GRE is defined in Schedule 8 of *The Province of Manitoba's Annual Report* published by Manitoba Finance.

http://www.gov.mb.ca/finance/pdf/annualreports/pubacct_1_13.pdf

2.4

Responsibility of Government Organizations

To comply with the policy, government organizations must:

- Provide leadership and promote sustainable building criteria to the renovation, construction, operation, maintenance, lease and demolition of buildings.
- Designate a GBP Liaison within their organizations to ensure compliance with the Manitoba Green Building Policy, the GBP and *The Climate Change and Emissions Reductions Act* and The Green Building Regulation (M.R. 38/2013) are satisfied.
- Apply the GBP criteria to building projects owned, leased or funded by the organization.
- Submit GBP forms and reports to the GBCT.

Who should be designated as the government organization's GBP Liaison?

The GBP Liaison is responsible for corporate green building policy and legislative compliance across their government organization. The Liaison may be appointed by the deputy minister or chief executive officer and will have responsibility for ensuring that the organization's financial commitments for buildings support government's goals and objectives.

When a liaison is appointed, the organization must notify the Director of the GBCT to ensure the government organization receives GBP updates and information. To contact the Director email greenbuilding@gov.mb.ca

What does the GBP Liaison do?

The GBP liaison is responsible for compliance across the whole organization. The liaison will:

- Distribute GBP information within the government organization, specifically to people designated to enforce contractual commitments for building projects owned or funded by the organization.
- Confirm the organization's contracts and documents will meet the GBP criteria sanctioned by the Manitoba Green Building Policy.
- Ensure the organization reports GBP projects to the GBCT, using GBP forms.
- Reviews and respond to the opinions from the Director of GBCT. This will be done where the opinion affects the organization's projects and/or compliance with the policy or *The Climate Change and Emissions Reductions Act* and The Green Building Regulation (M.R. 38/2013).
- Recommends/appoint organization representatives to participate on GBP committees.
- Retains records to demonstrate the organization complied with Manitoba's Green Building Policy, the GBP, the requirements of *The Climate Change and Emissions Reductions Act* and The Green Building Regulation (M.R. 38/2013).

GBP forms and reporting requirements are provided in the supporting sections of this Manual.

2.5

Responsibility of the Green Building Co-ordination Team

The Green Building Co-ordination Team (GBCT) was created by Treasury Board to support the Green Building Policy and administer the Green Building Program (GBP). The GBCT is part of Manitoba Infrastructure and Transportation, but is considered a central service to the organizations of the GRE. Government organizations are encouraged to contact the GBCT for information or advice on green building projects.

Government organizations identified in Section 2.2 must monitor building projects supported by their organization and report projects to GBCT, using the GBP forms.

Activities of the GBCT include:

- Technical and administrative support for the GBP:
 - developing and maintaining the GBP manual
 - providing outreach and education programs
 - identifying skills and tools to help implement the GBP criteria
 - providing interpretation of The Green Building Policy, program and legislation
 - providing guidance on variance applications
 - providing green building technical support to building owners and project teams

- Co-ordinate maintenance and expansion of the GBP:
 - consulting with stakeholders to assess expansion and revision needs
 - establishing working groups and committees to explore green building, criteria, methods and processes
 - monitoring and identifying industry conditions for program updates
- Prepare GBP reports for government:
 - monitoring the impacts and results of the policy and program
 - analyzing the information provided by government organizations
 - preparing a green building program reports for Treasury Board
 - preparing reports for the minister of Manitoba Conservation required by the Green Building Regulation C135 – M.R. 38/2013
- Develop and support the network of GBP liaisons and industry contacts:
 - ensuring the Green Building Policy, program and legislative requirements are communicated to government organizations and building industry professionals

To contact the GBCT:

Green Building Co-ordination Team

Manitoba Infrastructure and Transportation

Phone: 204-945-4680

Email: greenbuilding@gov.mb.ca

