



Owners • Managers • Tenants

TAKING ACTION ON CLIMATE CHANGE



Portfolio Manager User Guide

Version 1.0

climatewisechallenge.ca

CLIMATEWISE ENERGY STAR PORTFOLIO MANAGER

USER GUIDE – Version 1.0

OVERVIEW

The comparative energy consumption analysis in the ClimateWise Building Challenge is carried out using the [ENERGY STAR Portfolio Manager](#). This section provides information on the data required for measuring the energy use intensity (EUI) of a site normalized for weather conditions.

There are 4 steps:

1. Create your Portfolio Manager account
2. Create your building in Portfolio Manager
3. Register your building with ClimateWise Building Challenge
4. Enter your data

If you already have an Portfolio Manager account, go directly to step 3.

To register your building, you will need the following information:

Basic information (required)

- Type of building (main function)
- Name, street address, postal code
- Year of construction
- Gross floor area
- Occupancy rate

At least 12 months of energy consumption data (required):

Public utility bills specific to the property for all sources of energy purchased and in place.

Details of property use:

- Types of use (required)
- Operating hours (required)
- Percentage of gross floor area that is air conditioned
- Percentage of gross floor area that is heated
- Number of workers, etc.

Use the [data collection assistant](#) in Portfolio Manager to generate a PDF file and rapidly become aware of the data collected based on the type of property owned.

The following pages will help guide you step by step in simple, straightforward fashion. Let's go!

1. Create your Portfolio Manager Account

1.1. Visit <https://portfoliomanager.energystar.gov/pm/signup?lang=en>.

The "Create an Account" page will appear. Follow the instructions. In the "Reporting Units" section, select **Conventional EPA Units**. In the "Searchability" section, click **Yes**.

About Yourself

First Name:

Last Name:

Job Title:

Email:

Confirm Email: ✓ Emails Match

Note: We never share your email address with third parties.

Phone:

Country:

Language:

Reporting Units: ☒ Conventional EPA Units (e.g., kBtu/ft²) ☐ Metric Units (e.g., GJ/m²)

Street Address:

Do you want your Account Name to be searchable by other Portfolio Manager users?

Do you want your Account Name to be searchable by other Portfolio Manager users? You must select "Yes" if you want to [connect](#) with other users to allow automatic upload of utility data or to share properties.

☒ Yes ☐ No

Once the information has been entered, click on **Create my account**.

1.2. You will receive an e-mail with an activation link to verify your e-mail address.

The link will remain active for 24 hours. If you do not click on the link within 24 hours, you will have to restart the account creation process.

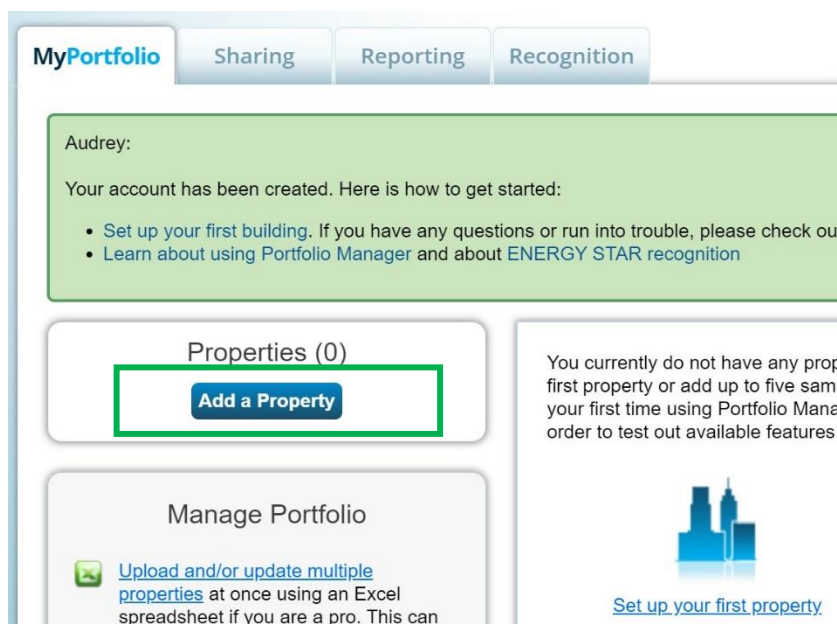
1.3. Once your account has been created and validated, proceed to step 2.

2. Register your building in the Portfolio Manager

Follow the instructions in section 2.1 if you are a building owner, or in section 2.2 if you are a tenant.

2.1 Building Owners

2.1.1 In the "My Portfolio" tab, click on "Add a property".



2.1.2 On the "Configure a property" page, follow the instructions and select the type of property that best describes your building. You can register an entire building or part of a building.


Building Type

You will be asked to identify your building per type compatible with ENERGY STAR. More than 80 types of properties are indicated in Portfolio Manager. Property types are listed [here](#). Click on the category that best describes how most of your building functions. From there you can see the types of properties in each category, how they are defined and the data that must be entered for a comparative analysis of your building in Portfolio Manager. If your property does not completely correspond to the types of properties listed, choose the type of property that closely resembles yours. If your property does not correspond to any of the categories, indicate

"Other".

Set up a Property: Let's Get Started!

Properties come in all shapes and sizes, from a leased space in a large office building, to a K-12 school with a pool, to a large medical complex with lots of buildings. Since there are so many choices, Portfolio Manager can walk you through getting your property up and running. When you're done, you'll be ready to start monitoring your energy usage and pursue recognition!




Your Property Type

We'll get into the details later. For now, overall, what main purpose does your property serve?


Select a property type

[Learn more about Property Types.](#)



Tip

To set up a property, you'll need information such as [gross floor area](#) and [operating hours](#).




Your Property's Buildings

How many physical buildings do you consider part of your property?


☐ **None:** My property is part of a building
☐ **One:** My property is a single building
☐ **More than One:** My property includes multiple buildings ([Campus Guidance](#))

How many?



Tip


Not sure what kind of property you are? Because we focus on whole building benchmarking, you want to select the property type that best reflects the activity in the majority of your building. Don't worry if you have other tenants with different business types, just select the main activity.



Your Property's Construction Status

Is your property already built or are you entering this property as a construction project that has not yet been completed?

☒ **Existing:** My property is built, occupied and/or being used. I will be using Portfolio Manager to track energy/water consumption and, perhaps, pursue recognition.
☐ **Design Project:** My property is in the conceptual design phase (pre-construction); I will be using Portfolio Manager to evaluate the energy efficiency of the design project.
☐ **Test Property:** This is not a real property. I am entering it to test features, or for other purposes such as training.



Test Properties

You may want to enter a property into Portfolio Manager that isn't actually a "real" property, either to familiarize yourself with features or maybe to train other people. By telling us this a "Test" property, we can give the option of including this property in your portfolio-level metrics, charts and table or not, depending what your needs are. This can be configured on your [Account Settings](#).

Get Started!

[Cancel](#)

Once the information has been entered, click on **Start**

2.1.3 The "Configure your Property" page asks for basic information about the property. Enter the data requested.

Notes:

- Click on the drop down to choose your measure (m² or sq. ft.) for the gross floor area of your building.
- There is no need to register any irrigated areas.

About Your Property

Name: *

Country: * --- Select --- ▼

Street Address: *

City/Municipality: *

State/Province: * --- Select --- ▼

Postal Code: *

Year Built: *

Gross Floor Area: * Sq. ft. ▼ ☐ Temporary Value

Gross Floor Area (GFA) is the total property floor area, measured from the principal exterior surfaces of the building(s). Do not include parking. [Details on what to include.](#)

Irrigated Area: Sq. ft. ▼

Occupancy: * Select ▼ %

Gross Floor Area

Enter the surface area (called gross floor area or GFA in Portfolio Manager), for data on energy and water consumption. According to the BOMA standard method of floor measurement, this is called the rentable area. The gross floor area **must include** the following spaces:

- Lobbies
- Areas occupied by tenants
- Common areas
- Meeting rooms
- Break rooms
- Atriums (ground floor only)
- Toilets
- Elevator shafts
- Stairwells
- Mechanical rooms
- Basements
- Storage rooms
- Laundry rooms

Spaces that are **not to be included** in the gross floor area:

- Outdoor space
- Balconies
- Patios
- Outdoor loading docks
- Entrances
- Covered walkways
- Exterior courtyards (tennis or basketball courts, etc.)
- In-wall and in-ceiling plumbing and ventilation shafts
- Crawl spaces
- Parking areas (indoor and outdoor)

2.1.4 Check the boxes that apply to your situation.

Do any of these apply?

☐ My property's energy consumption includes parking areas

☐ My property has drive-through bank services

Tip

Answering these simple questions will help us guide you in entering your property correctly.

Back

Continue Cancel

2.1.5 On the "Configure a property" page you will be asked for Property Use Details. Enter the requisite data and click on Add Property.

▼ Building Use [Edit Name](#)

Adult Education refers to buildings used primarily for providing adult students with continuing education, workforce development, or professional development outside of the college or university setting.

Gross Floor Area should include all space within the building(s), including classrooms, administrative space, conference rooms, kitchens used by staff, lobbies, cafeterias, auditoriums, stairways, atriums, elevator shafts, and storage areas.

Property Use Detail	Value	Current As Of	Temporary Value
Gross Floor Area	3,500 <small>Sq. ft.</small>	1/1/1980	<input type="checkbox"/>
Weekly Operating Hours		1/1/1980	<input type="checkbox"/>
Number of Workers on Main Shift		1/1/1980	<input type="checkbox"/>
Number of Computers		1/1/1980	<input type="checkbox"/>

You have now created your property. You can now:

- Share your property with the ClimateWise Building Challenge (Step 3)
- Add data on energy consumption in order to obtain energy performance metrics (Step 4)

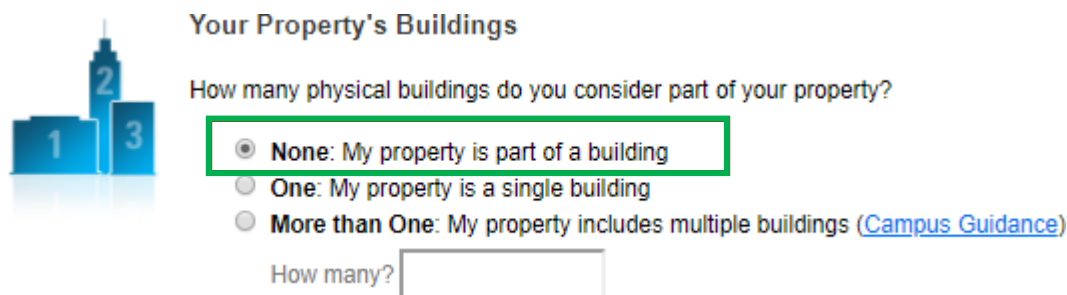
Tenants

Users of Portfolio Manager enter information at the "Property" level. A property can be an entire building, a group of buildings, an individual rental space, or even a common area in a building. This section explains how to set up a tenant space and how to link rental spaces to the building as a whole.

If you are a tenant and you have a meter that is separate from the rest of the building, you can enter your space individually and then share your space with the owner of the building, so long as the latter also has an Portfolio Manager account. Consult **Step 1** to learn how to create an Portfolio Manager account.

2.1.6 Enter your Tenant Space

- › Follow **steps 2.1.1. to 2.1.5.**
- › On the "Configure a Property" page, select the option that indicates that your property is part of a building.



Your Property's Buildings

How many physical buildings do you consider part of your property?

☒ **None:** My property is part of a building

☐ **One:** My property is a single building

☐ **More than One:** My property includes multiple buildings ([Campus Guidance](#))

How many?

- › On the "Configure a Property" page you will be asked for basic information about the property. Enter the requisite data about your tenant space. Enter the usable area of the space in square metres and choose Sq.M. in drop down. Include all zones inside the exterior walls and/or common walls that define the perimeter of the rental space.
- › On the "Configure a Property" page you will be asked for Property Use Details. Enter the requisite details of use outlining operations in the tenant space.
- › Enter energy consumption (and/or water, waste collection) for the space.

Word of Advice

Use a naming convention that facilitates recognition of the relationship with other properties in the building (e.g. the other rental spaces and common spaces), as well as an overview of the entire building. For example, if you create several rental spaces in the same building, you can name them as follows:

- 100 Main St. - Suite 100
- 100 Main St. - Suite 200

2.1.7 Share your Tenant Space with your Building Owner

Monitoring the total energy consumption of the building is important in determining energy efficiency and it is also required for the ClimateWise Challenge. For that reason, your building owner may ask for energy consumption data and use that data. Sharing through Portfolio Manager is a simple means of providing that information and keeping it up to date.

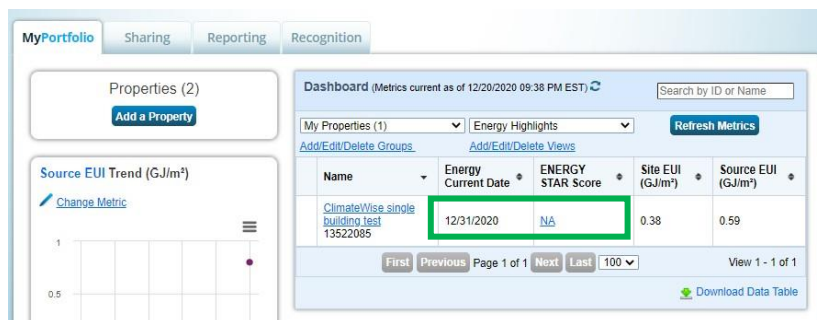
[Click here](#) to find out how to share your properties with other Portfolio Manager users, or consult **Step 3**.

2.1.8 Create a Group

This function is useful for tenants with several premises rented in a building and also for owners wanting to post, share or indicate in Portfolio Manager data about tenants' properties alongside data for the entire building.

Creating a "group" within your Portfolio Manager account allows you to place all the rental spaces in a single building that you manage (and potentially the entire building and/or the common area). To create a group:

Select Add / Modify / Delete groups. › Follow the steps for naming your group. Select the properties you wish to add, and decide whether you want the group to be the default setting when you log on.



Click on Create. The group will appear in the scrolling menu. In our example, we have called the group "Tenant Spaces".

MyPortfolio
Sharing
Reporting
Recognition

Create a Group of Properties

To organize your properties into groups, first create a group name and then select each property to be assigned to that group. To make this group your default, select the appropriate checkbox.

- Create a Name for the Group:**
Please enter a name for the group that you are creating. The name can be anything that you want and will only be seen by you unless you share the group.
Group Name: *
- Select Properties to Add to the Group:**
Which properties do you want to add to the group? You can use the filter options to help find the exact properties that you want.

Select Properties

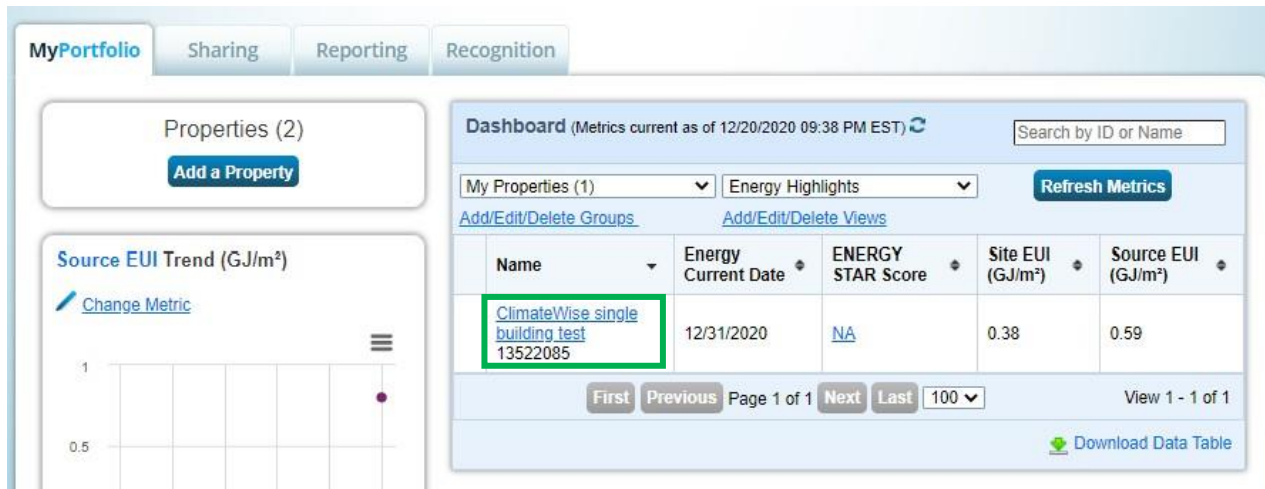
Selected Properties: 2
- Use this Group as the Default on My Portfolio:**
☐ Yes ☒ No

Create

Cancel

3 Enter your Energy Consumption Data

3.1 In the My Portfolio tab, click on your property:



MyPortfolio | Sharing | Reporting | Recognition

Properties (2) [Add a Property](#)

Source EUI Trend (GJ/m²) [Change Metric](#)

Dashboard (Metrics current as of 12/20/2020 09:38 PM EST) [Search by ID or Name](#)

My Properties (1) | Energy Highlights | [Refresh Metrics](#)

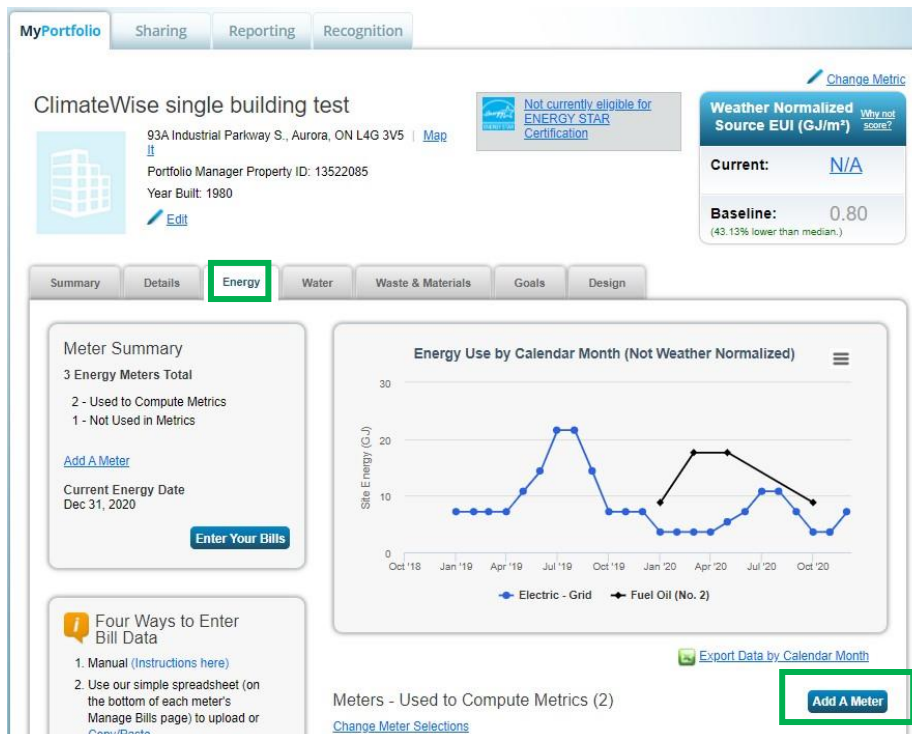
[Add/Edit/Delete Groups](#) | [Add/Edit/Delete Views](#)

Name	Energy Current Date	ENERGY STAR Score	Site EUI (GJ/m ²)	Source EUI (GJ/m ²)
ClimateWise single building test 13522085	12/31/2020	NA	0.38	0.59

First Previous Page 1 of 1 Next Last 100 View 1 - 1 of 1

[Download Data Table](#)

3.2 Click on the Energy tab and then on Add a Meter.



MyPortfolio | Sharing | Reporting | Recognition

ClimateWise single building test

93A Industrial Parkway S., Aurora, ON L4G 3V5 | [Map](#)

Portfolio Manager Property ID: 13522085

Year Built: 1980 [Edit](#)

Not currently eligible for ENERGY STAR Certification

Weather Normalized Source EUI (GJ/m²) [Why not score?](#)

Current: N/A

Baseline: 0.80 (43.13% lower than median.)

Summary | Details | **Energy** | Water | Waste & Materials | Goals | Design

Meter Summary

3 Energy Meters Total

2 - Used to Compute Metrics

1 - Not Used in Metrics

[Add A Meter](#)

Current Energy Date Dec 31, 2020 [Enter Your Bills](#)

Four Ways to Enter Bill Data

1. Manual ([Instructions here](#))
2. Use our simple spreadsheet (on the bottom of each meter's Manage Bills page) to upload or Copy/Paste

Energy Use by Calendar Month (Not Weather Normalized)

Site Energy (GJ)

Oct '18 Jan '19 Apr '19 Jul '19 Oct '19 Jan '20 Apr '20 Jul '20 Oct '20


Electric - Grid Fuel Oil (No. 2)

[Export Data by Calendar Month](#)

Meters - Used to Compute Metrics (2) [Change Meter Selections](#) [Add A Meter](#)

3.3 Select the sources of energy for your property, enter the number of meters and click on Start.





Sources of Your Property's Energy

What kind of **energy** do you want to track? Please select all that apply.

- ☒ Electric
 - ☐ purchased from the grid
 - ☐ generated onsite with my own solar panels
 - ☐ generated onsite with my own wind turbines
- ☒ Natural Gas

How Many Meters?
- ☐ Propane
- ☐ Fuel Oil (No. 2)
- ☐ Diesel
- ☐ District Steam
- ☐ District Hot Water
- ☐ District Chilled Water
- ☐ Fuel Oil (No. 4)
- ☐ Fuel Oil (No. 5 and No. 6)
- ☐ Coal (anthracite)
- ☐ Coal (bituminous)
- ☐ Coke
- ☐ Wood
- ☐ Kerosene
- ☐ Fuel Oil (No. 1)
- ☐ Other:

Get Started!

Cancel

3.4 Select the Appropriate Measurement Units (m3 for natural gas, kWh for electricity).

Note: For the Date when the meter became active, enter the first day of your first bill for the 12- month period that will be your reference base (e.g. January 1, 2018).

About Your Meters for ClimateWise single building test

Enter the information below about your new meters. The meter's *Units* and *Date Meter became Active* are required. You can also change the meter's name.

1 Energy Meter for ClimateWise single building test (click table to edit)

<input type="checkbox"/>	Meter Name	Type	Other Type	Units	Date Meter became Active	In Use?	Date Meter became Inactive	Enter as Delivery?
<input type="checkbox"/>	Propane	Propane				<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

[Delete Selected Entries](#)
[Add Another Entry](#)

Back

Create Meters

Cancel

3.4 Once your meters have been entered, enter your energy consumption information.

Now we need actual energy consumption information in order to start providing you with your metrics and, possibly, your score!

1 Energy Meter(s) for ClimateWise single building test

▼ Propane			
	Delivery Date	Quantity cf (cubic feet)	Total Cost (\$)
			Estimation
Click to add an entry			

3.5 After entering your data, enter the meters to be included for calculating the metrics and click on "Apply Selections".

You will receive notification confirming that your meters have been added.

Select Meters to Include in Metrics

Tell us which meters to include when calculating the metrics for [ClimateWise single building test](#) so that we can provide you with the most accurate metrics possible.

Summary

3

Meters representing the total energy consumption for [ClimateWise single building test](#) (a single building).

Energy Meters

Select all meters to be included in your metrics. (Hint: Most meters should be included unless they are [sub-meters](#).)

<input type="checkbox"/>	Name Meter ID	Type
<input checked="" type="checkbox"/>	Fuel Oil (No. 2) 93861526	Fuel Oil (No. 2)
<input type="checkbox"/>	Electric Grid Meter 93861527	Electric - Grid
<input checked="" type="checkbox"/>	Electric Grid Meter 93940626	Electric - Grid
<input checked="" type="checkbox"/>	Propane 94113760	Propane

Total of 3 meter(s). Tell us what this represents:

☒ These meter(s) account for the total energy consumption for [ClimateWise single building test](#) (a single building).

☐ These meter(s) do not account for the total energy consumption for [ClimateWise single building test](#) (a single building).

About Sub-meters

If you have sub-meters to measure energy or water consumption for a specific purpose, and you also have a master meter (which measures total consumption), counting both of those meters would double count your consumption and skew your metrics (e.g., artificially increase your Site Energy Use Intensity). [Learn More about configuring meters for performance metrics.](#)

Apply Selections [Cancel](#)

3.6 You can now analyze your progress by using the performance documents, graphs and reports.

- Use the Portfolio Manager [Data Quality Checker](#) to verify the quality of your data and to detect any possible errors.
- Consult the Natural Resources Canada [Energy Benchmarking Roadmap - A Plan to Move Forward](#).
- To learn more about adding properties, entering data and generating reports, consult the Portfolio Manager [Quick Start Guide](#).
- For more information on data entry for public utilities, consult the online document [How to Get Utility Data into Portfolio Manager](#).
- Portfolio Manager allows you to generate [standard](#) and [personalized](#) report templates.

NOTE: If you need our support go to Step 5 to “Share” with ClimateWise Challenge. This way we can book a call to support you in Portfolio Manager data input.

4. Submitting Your Report

During the submission process, you will complete the submission for your portfolio of buildings. Once you have added all of your properties to Portfolio Manager, you can submit your report.

Instructions for how to submit your report are below the suggested Data Quality Checker set below. It is suggested that you use this tool to BEFORE submitting your report in order to streamline the process and manage possible errors in your final report.

The following are the steps to check for possible errors in your property's profile.

Click on the property you would like to check the data for.

Dashboard

Search by ID or Name

Please [refresh](#) to see your current metrics.

View All Properties (2)

Energy Highlights

Refresh Metrics

[Add/Edit/Delete Groups](#)
[Add/Edit/Delete Views](#)

Name	Energy Current Date	ENERGY STAR Score	Site EUI (GJ/m ²)	Source EUI (GJ/m ²)
ClimateWise 2 multiple buildings upload 13542686				
ClimateWise 1 multiple buildings upload 13542685				

First Previous Page 1 of 1 Next Last 100

View 1 - 2 of 2

Go to the Data Quality Checker box and click on “Check for Possible Errors”.

Data Quality Checker

Run a check for any 12-month time period to see if there are any possible errors found with your data.

Check for Possible Errors

The screen will reload to show the **Data Quality Checker** page. Select the **Year Ending** date for the error check – it will be December 31 of the year for which you are reporting data. Then click on “Run Checker”.



Data Quality Checker for [ClimateWise 2 multiple buildings u](#)

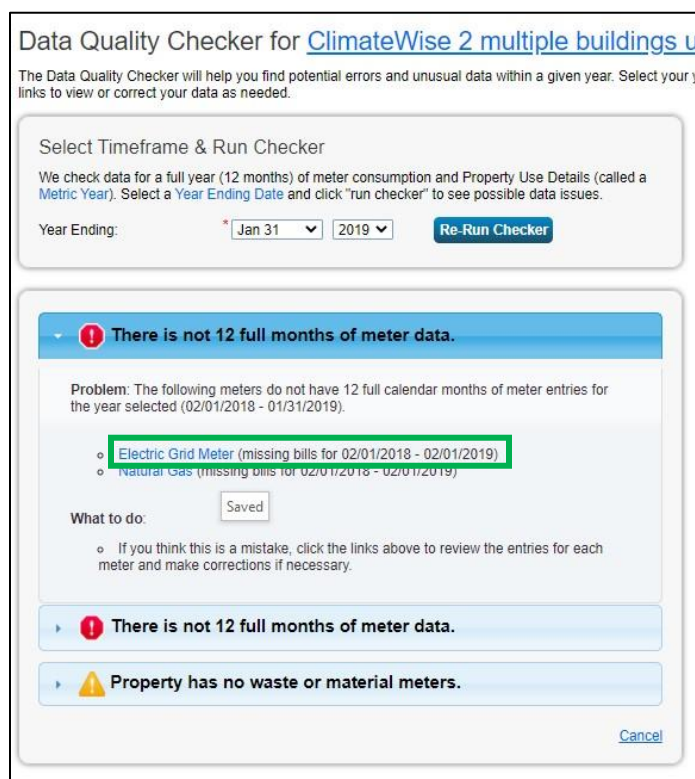
The Data Quality Checker will help you find potential errors and unusual data within a given year. Select your links to view or correct your data as needed.

Select Timeframe & Run Checker

We check data for a full year (12 months) of meter consumption and Property Use Details (called a **Metric Year**). Select a **Year Ending Date** and click "run checker" to see possible data issues.

Year Ending: * Jan 31 2019 **Run Checker**

The **Data Quality Checker** will notify you immediately if there are any issues with your data. Please attempt to fix all issues, particularly those marked with a red alert icon. You can **follow the links** in the alerts to view and correct your data as needed.



Data Quality Checker for [ClimateWise 2 multiple buildings u](#)

The Data Quality Checker will help you find potential errors and unusual data within a given year. Select your links to view or correct your data as needed.

Select Timeframe & Run Checker

We check data for a full year (12 months) of meter consumption and Property Use Details (called a **Metric Year**). Select a **Year Ending Date** and click "run checker" to see possible data issues.

Year Ending: * Jan 31 2019 **Re-Run Checker**

There is not 12 full months of meter data.

Problem: The following meters do not have 12 full calendar months of meter entries for the year selected (02/01/2018 - 01/31/2019).

- Electric Grid Meter (missing bills for 02/01/2018 - 02/01/2019)
- Natural Gas (missing bills for 02/01/2018 - 02/01/2019)

What to do:

- If you think this is a mistake, click the links above to review the entries for each meter and make corrections if necessary.

There is not 12 full months of meter data.

Property has no waste or material meters.

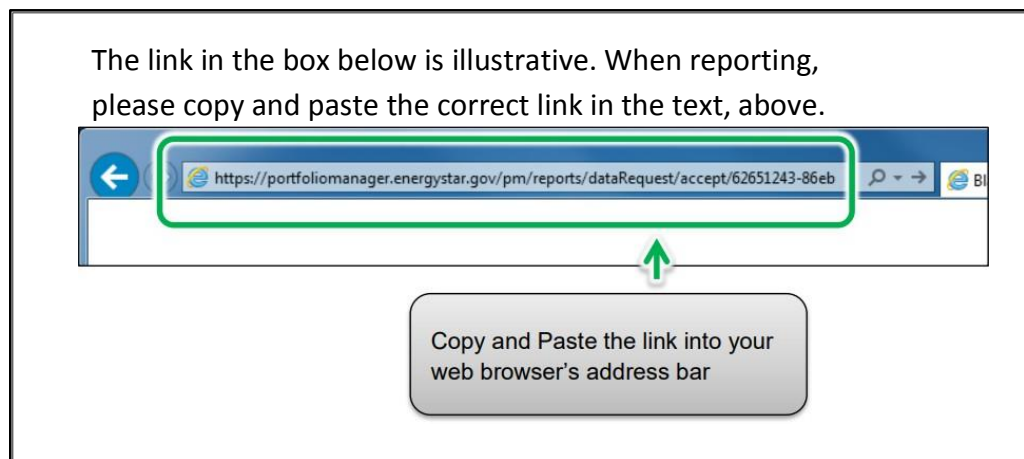
[Cancel](#)

After you have addressed each of the alerts in the Data Quality Checker, click on the **Cancel** link at the bottom of the page to return to the Summary page.

NOTE: If you need our support go to Step 5 to “Share” with ClimateWise Challenge. This way we can book a call to support you in Portfolio Manager data input.

Now that you have finished using the **Data Quality Checker** you are ready to proceed to the next steps to **complete the submission process** for your portfolio.

You will be sent a link which you will copy and paste into your web browser.



The link will open a **Data Request** page. In the **About Your Response** section, select who the data is being submitted on behalf of. Select “myself” unless you are submitting data on behalf of a client.

Respond to Data Request: Data Request: from shared accounts

from ClimateWise Building Challenge Windfall (ClimateWise Building Challenge)

About this Data Request

Data Requested By: ClimateWise Building Challenge Windfall

Instructions: This is a data request from ClimateWise Building Challenge.

For help, contact: ClimateWise Building Challenge Windfall at climatuschallenge@windfallcentre.ca or 905-727-0491

About Your Response

Who is this data being submitted on behalf of?

☒ myself

☐ someone else

In the bottom part of the page, the **Your Response** section shows the timeframe of the request (this is specified by ClimateWise Building Challenge and cannot be changed). From the **Properties** drop-down list, select one of the following options:

- **One Property** – You will be prompted to select a single property from your portfolio for the submission.
- **Multiple Properties** – You will be prompted to select a group of properties from your portfolio for the submission.
- **All Properties** – This option will include all properties from your portfolio for the submission.

Your Response

Select Information to Include:

Timeframe:

*

Current Year vs. Baseline Year

for:

Energy

If the data requestor has specified a timeframe for the request, you will not be able to change it.

Properties:

*

All Properties

The data requestor may have asked for one or more [standard IDs](#) to be included with the property information. Make sure you have entered the requested standard IDs for each property before sending your response.

Generate Response Preview

Cancel

Click **Generate Response Preview**.

Your Response

Select Information to Include:

Timeframe:

*

Current Year vs. Baseline Year

for:

Energy

If the data requestor has specified a timeframe for the request, you will not be able to change it.

Properties:

*

All Properties

The data requestor may have asked for one or more [standard IDs](#) to be included with the property information. Make sure you have entered the requested standard IDs for each property before sending your response.

Generate Response Preview

Cancel

The Reporting tab will open with a status box explaining that your report is being generated.

A preview for your response to the data request "Data Request: from shared accounts" on behalf of Audrey Smith (Acme) is being generated.

You may view your response preview by selecting "Preview Response" or "Download Preview in Excel" from the action menu below. Large responses may take a long time to prepare. After you have viewed your response, you must select "Send Response" in order for your data to be released.

Please note that each property you included should have a full 12 months of information for each timeframe. Otherwise, the metrics may not be able to be calculated. When this happens, "N/A" will be displayed in your response.


Scroll down the page and locate the **Templates & Reports** section. The **Status** field will indicate the **"Generating Response Preview"** message while processing. It may take several minutes for the preview to be generated.


Once the process has completed, the **Status** field will indicate **"Response Preview Generated"**. From the **Actions** drop-down list, select the **Preview Response** option to preview your submission if you want to preview your response. Otherwise, go to **step 9**.

My Custom Reports

ENERGY STAR Reports

Create a New Template

 Your new response preview(s) has been generated.

Name	Status	Action
 Data Request: from shared accounts (Request from ClimateWise Building Challenge Windfall)	 Response Preview Generated: 1/14/2021 8:38 AM	<div>I want to...</div>

First

Previous

Page 1 of 1

Next

Last

10

NOTE: If your generated report has errors that you need our support to fix please go to Step 5 to "Share" with ClimateWise Challenge. This way we can book a call to support you in Portfolio Manager data input.

The **Reporting** tab will reload to show the **View Report** page. The page will include the **Information and Metrics** table displaying the property data that will be included in your submission. Use the page scroll bars to view the full details of the property data that will be submitted to the ClimateWise Building Challenge.

Information and Metrics

1 records

Property Id	Property Name	Year Ending	Address 1	Address 2	City	State/Province	Postal Code
5993114	Campbellton Community Upload	12/31/2016	123 Jasper Ave	Not Available	Toronto	Ontario	M4V1Q1

Use the scroll bars to view the full details of the submission

At the bottom of the page, click on the **Close** link to proceed.

Click on the **Close** link to proceed

Generate New Report

Download Excel

Download XLSX

Close

You will be returned to the Reporting tab. Scroll down to the **Templates & Reports** table and locate the generated data request. Select the **Send Response** option from the **Action** drop-down list to proceed to the next step.

Name	Status	Action
Data Request: from shared accounts (Request from ClimateWise Building Challenge Windfall)	Response Preview Generated: 1/14/2021 8:38 AM	I want to...

First Previous Page 1 of 1 Next Last 10



Important: In some cases, you may want to add or update information after you have already sent your submission to the ClimateWise Building Challenge (for example, if you realize that your information is incomplete, or something has changed since you submitted your information). To do this, **first update only the property information you want to change**. Then from the Reporting tab scroll down and locate the data request response you want to update. Select **Generate an Updated Response** from the Action drop-down list and proceed to the next step.

Once you have selected the **Send Response** option, you will be brought to a response confirmation page. Under section “1”, from the **Select contacts** list box, select the people from your contact book you wish to send a confirmation email to. In the **Additional Email Addresses** box, enter the email addresses of the people you wish to send a confirmation email to who are not listed in your contact book.

Confirm Response to Data Request from ClimateWise Building Challenge Windfall (ClimateWise Building Challenge)

By clicking Send Data, you will release data to ClimateWise Building Challenge Windfall (ClimateWise Building Challenge). You will receive a confirmation email with a receipt and a copy of the data attached.

1 Who (besides you) should we send a confirmation email to?

Select contacts from your contacts book:

To select multiple contacts, hold down your Control (CTRL) key and click on each selection.

Optional- Additional Email Addresses:

Separate multiple emails by a comma or semicolon.

About Releasing Your Data

Once you have chosen to release your data, there is no way to retract it. Please [preview](#) your report to identify any data issues before sending to avoid incomplete or incorrect data being released.

About Signing Your Response

Please provide login credentials (username and password) to electronically sign your response.

Under the “2” section, select the **Excel** option as the email attachment format.

In section “3”, select the checkbox to confirm the release of your data to ClimateWise Building Challenge. Enter your **Username** and **Password** and then click on the **E-Sign Response** button to give your consent.

If your entry is successful, the page will reload to show a green checkmark as a confirmation of your e-signature. Click on the **Send Data** button. When prompted to confirm, click on the **Continue** button.

2 What format would you like your data in for the email attachment?

☒ Excel

☐ XML

3 E-Sign your Data Response, then "Send Data"

☒ I hereby certify that I am releasing data about my properties, or on behalf of someone else, to ClimateWise Building Challenge Windfall with ClimateWise Building Challenge.

Your username:

* macrtist

Your password:

*

E-Sign Response

Send Data

[Cancel](#)

The page will reload to show the following message confirming that your submission was completed successfully.

Your response to the data request from ClimateWise Building Challenge Windfall has been successfully sent. You will receive a confirmation email with a receipt and a copy of the data attached shortly.

You should also receive an email confirmation shortly afterwards.

From: "donotreply@energystar.gov" <donotreply@energystar.gov>
Date: Thursday, January 14, 2021 at 10:10 AM
To: Audrey Bayens <audreybayens@wercircular.com>
Subject: Receipt for Data Request Submittal

Dear Single CW Participant 1:

This is to confirm the receipt of the following Data Request:

Response sent: 01/14/2021 10:10 AM

Response includes: 1 properties

Response sent to:

ClimateWise Building Challenge Windfall
ClimateWise Building Challenge
93A Industrial Parkway S.
Aurora, ON L4G 3V5

Response sent by:

Single CW Participant 1
Windfall Ecology Centre
93A Industrial Parkway S.
Aurora, ON L4G 3V5

Congratulations, you have completed your requirement to report for the year.

5. Share your Building with ClimateWise Building Challenge

5.1 Connect your Portfolio Manager account with the ClimateWise Building Challenge account

5.1.1 In the upper right corner of the Home page, click on Contacts.



5.1.1 The "My Contacts" page will appear. Click on "Add Contact".



5.1.2 The "Add Contact" page will appear. In the Organization box, enter *ClimateWise Building Challenge* and click on Search.

Add Contact

There are two ways to add a contact. First, search below to see if the contact you would like to add has a Port Connection Request, and when they accept the request, they will be added to your Contacts. Second, if the contact has a Portfolio Manager account, then you can create an entry within your personal contacts.

Find Contact in Portfolio Manager
Search using any of the criteria below.

Name:

Organization:

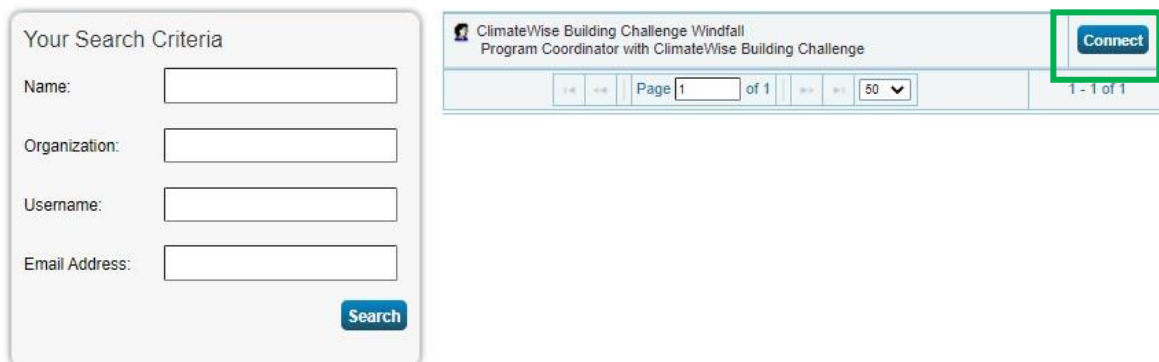
Username:

Email:

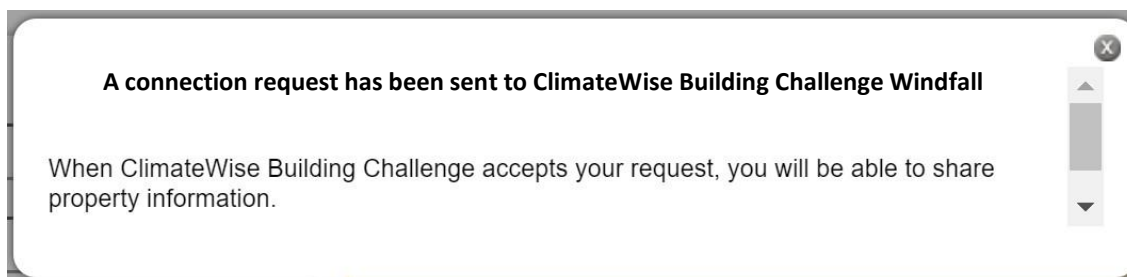
5.1.3 Find "ClimateWise Building Challenge" in the search results and click on Connect.

Search Results

The results of your search are listed below. Clicking "Connect" will send a request to the person asking them to confirm your request to add them as your contact. If they accept, you will see them listed as a connected contact in your address book. If they do not accept, or have not accepted yet, you will see them as an unconnected contact in your address book. Connecting with contacts will make it easier to share property information within Portfolio Manager.



5.1.4 You will receive confirmation from the system. Allow at least 24 hours for your connection request to be approved.



5.1.5 Once your request for a connection has been approved, notification will be posted on the Energy Star home page or on your notification page.

View All Notifications (1)

Incoming Requests (0)
Outgoing Requests (0)
Notices (1)

Type	Notification	Date	
	You are connected to ClimateWise Building Challenge Windfall .	1/13/2021	<input type="checkbox"/>

Page 1 of 1
100
View 1 - 1 of 1

Clear
Close

5.2 Authorize sharing with ClimateWise Building Challenge

Now that you are connected to your account, it's time to *share* your building/tenant space with the ClimateWise Building Challenge account.

5.2.1 Open the "Sharing" tab and click on "Share a Property".

MyPortfolio
Sharing
Reporting
Recognition

My Shared Properties (4)

Share (or Edit Access to) a Property
Set Up Web Services/ Data Exchange
Download Sharing Report

Sharing Notifications (0)


You have no new notifications.

5.2.2 The "Share" page will appear.

- In the "Select properties to be shared" section, indicate whether you want to share a single property, multiple properties or all properties.
- In the "Select persons (accounts) you want to share with" section, select ClimateWise Building Challenge.
- In the "Choose Permissions" section, select Personalized Sharing & Exchange Data.
- Click on Continue.

Share (or Edit Access to) Properties

Sometimes it's really important to be able to share your property with someone else. Maybe they need to help (perhaps automatically) or process applications for recognition. If this sounds like what you need, start out by : who you'd like to share with them. If you have already shared properties, you can also use this form to edit per




Select Properties

We'll get into the details of the level of access later. For now, which properties do you want to share and/or edit access to?

One Property

Audrey Bayens



Select People (Accounts)

Which people (accounts) do you want to share these properties with (or modify their current access to)? The access for each can be different and you'll be able to specify that on the next page.


Select contacts from my contacts book:

ClimateWise Building Challenge Windfall (climatuschalleng

Compugen test CW Participant 3 (CompugenInc)

Multinla CW Participant 2 (CW/multinlabuildings)

To select multiple contacts, hold down your Control (CTRL) key and click on each selection. Only your connected contacts appear in this list.



Choose Permissions

If you only need to choose one permission (because you are doing a single share or you want to give the same permissions for all of your shares), select "Bulk Sharing." If you need to assign different permissions or share with Data Exchange providers, select the 2nd option.

* ☐ **Bulk Sharing ("One-Size-Fits-All")** - I only need to choose one permission (either because I am doing a single share OR I want to choose the same permission for all of my share requests).

☒ **Personalized Sharing & Exchange Data ("Custom Orders")** - I need to give different permissions for different share requests, and/or I need to give [Exchange Data](#) permission.

Continue

Cancel

5.2.3 The "Share Property (ies)" page will appear. For each property, authorize ClimateWise Building Challenge with permission to have Custom Access.

MyPortfolio

Sharing

Reporting

Recognition

Share Your Property(ies)

To finish up, tell us what type of access the people you have selected should have for each of the properties that you have selected. The option to exchange data is only available for authorized accounts.

4

Select Permissions for Each Contact

The access levels you select do not have to be the same for each property or each person.

Sort by: Property Name

NEW

Who gets to [Share Forward](#)?

Full Access - Automatically includes "Share Forward" rights

Read Only - Automatically does NOT include "Share Forward" rights

Custom - You decide, along with the individual permissions for property, meter, goals and recognition permissions.

Exchange Data -You decide, along with the individual permissions for property, meter, goals and recognition permissions.

Name (ID)	No Access	Read Only Access	Full Access	Custom Access	Exchange Data
▼ Audrey Bayens (13457754)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ClimateWise Building Challenge Windfall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Share Property(ies)

Cancel

5.2.4 A new window will open. Choose the "Read Only Access" option for all items (for the Access Level item, you can select "None").

▼ Energy Meters			
Electric Grid Meter	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Electric Grid Meter	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Fuel Oil (No. 2)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
▼ Water Meters			
Well Water: Mixed Indoor/Outdoor	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Goals, Improvements, & Checklists	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recognition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5.2.5 Select "Yes" (very important) in the "Share Forward" box and click on Apply Selection

Item	Yes	No
* Share Forward Allow ClimateWise Building Challenge Bayens to share this property with others and give them any permissions that he/she has, including the right to share with more people.	<input checked="" type="radio"/>	<input type="radio"/>

About Permissions
 Select permissions for each category. You must provide Read Only or Full Access to the Property Information to share a property.

Property Information
 Includes access to everything on Summary, Details, and Design tabs and all metrics for this property through the Reporting tab, even if you choose None for some of the other options.

- If you want someone to add & delete meters, you need to choose "Full Access" for Property Information

All Meter Information
 Includes access to the Meters tab.

- None** – suppresses access to the Meters tab, so the person can't see your individual meters & bill entries. But annual metrics (based on the sum of these bills) are still

Apply Selection

5.2.6 Then click on Share Property (ies).


Sort by: Property Name

Name (ID)	No Access	Read Only Access	Full Access	Custom Access	Exchange Data
Audrey Bayens (13457754) ClimateWise Building Challenge Windfall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> Edit	

Share Property(ies) Cancel

5.2.7 Once *ClimateWise Building Challenge* has accepted your request, you will see the following notification on your home page:

View All Notifications (1)

Incoming Requests (0)			Outgoing Requests (0)			Notices (1)					
Type	Notification	Date									
	Audrey Bavens - Share accepted by ClimateWise Building Challenge Windfall	1/13/2021									

6. Frequently Asked Questions

6.1 About ENERGY STAR Portfolio Manager

What is the ENERGY STAR Portfolio Manager?

ENERGY STAR Portfolio Manager (Portfolio Manager) is an interactive management tool created by the U.S. Environmental Protection Agency (EPA) that allows you to monitor and evaluate water and energy consumption throughout your entire portfolio of buildings in a secure online environment. The Canadian adaptation was launched by Natural Resources Canada in 2013 and includes many features to facilitate the Canadian user's experience (see below for more details).

Use of the Portfolio Manager is absolutely free of charge. It provides weather-normalized energy use intensity values, measurement of greenhouse gas emissions, report-generating functions that help you follow trends over time, and energy performance ratings from 1 to 100 for eligible building types.

For more information, consult [An Overview of Portfolio Manager](#).

What is comparative analysis benchmarking and why is it important?

Comparative energy consumption analysis is the process of recording and monitoring the energy consumption of a building, and comparing the results with those of other buildings similar in terms of size and function. Comparative analysis allows you to measure the energy performance of your building as compared to other buildings in your sector, or to a national average or an ensemble of exemplary practices. You can also compare your building's current performance with its past performance, or with other buildings in your portfolio.

The comparative energy analysis allows users to make enlightened decisions about how energy is consumed.

- You will find out if the energy performance of your building is improving or getting worse.
- It will be much easier for you to make improvements by measuring in real time the quantity of energy used by your building.
- After making improvements, very soon you will be able to identify what works well and what aspects could be improved.

ENERGY STAR Portfolio Manager in Canada

Launched in 2013, the Natural Resources of Canada adaptation of Portfolio Manager includes the following functionalities:

- Canadian site energy and source energy

- Greenhouse gas emission factors in Canada
- ENERGY STAR Canada scores from 1 to 100 for several building types
- Canadian national EUI median (site energy and source energy) for more than 80 types of buildings, including buildings without a rating
- Upgrades of Canadian weather data (more than 150 meteorological stations across Canada), with the weather station nearest your building automatically selected based on the building's postal code
- Metric units
- Bilingual user interface
- [Web services](#) for Canadian service providers
- The EPA [Target Finder](#) tool

6.2 Performance Evaluation

What performance measures are taken into account in the ClimateWise Challenge?

The ClimateWise Challenge focuses on two measures of performance evaluation: weather-normalized site energy use intensity (EUI) and the quantity of GHG emitted.

How are greenhouse gas emissions calculated for the ClimateWise Building Challenge?

Total GHG emissions in the Portfolio Manager tool are calculated as follows:

$$\text{Emissions} = \text{emission factors} \times \text{Site energy}$$

For natural gas and electricity, Portfolio Manager uses emission factors specific to Canada that are regionalized to take into account variations across the country.

Figure 6 – Indirect GHG Emissions Factors for Electricity in Canada

Province	CO _{2eq} Emissions (kg/MBtu)
Alberta	257.91
British-Columbia	4.89
Manitoba	1.03
New Brunswick	84.11
Newfoundland and Labrador	9.09
Northwest Territories	87.92
Nova Scotia	213.95
Nunavut	219.81
Ontario	11.72
Prince Edward Island	84.11
Quebec	0.47
Saskatchewan	263.77
Yukon	12.02
National Average	43.96

For more information, consult:

- https://portfoliomanager.energystar.gov/pdf/reference/Emissions_eng_CA.pdf

Does the ClimateWise Challenge use the ENERGY STAR rating to evaluate performance?

No. ENERGY STAR scores and source energy are not used in the ClimateWise Challenge. What is evaluated is site energy, especially weather-normalized site energy use intensity (EUI), as well as the quantity of GHG emitted.

My ENERGY STAR score is low. Is that an indication of my building's energy performance?

The ENERGY STAR score is based on data gathered in national surveys. It takes into account key variables that influence the energy performance of a building, including weather conditions, operating hours and the size of the building. The score calculation is based on *source energy*, not on *site energy*. Using average electricity production in Canada as a base, Portfolio Manager applies a penalty of 205% to electricity used to convert *site energy* into *source energy*, which penalizes buildings heated by hydroelectricity.

The Energy Star Portfolio resource guide, "[Glossary](#)", explains the difference between *site energy*, *source energy* and the ENERGY STAR *performance rating*, and why using that rating should be avoided.

For more information, consult

<https://windfallcentre.ca/benchmarking/resources/>

6.3 Energy Use Intensity

I entered my data, so why can't I get a weather normalized EUI rating?

Confirm that the 12 consecutive months of data on energy consumption were correctly entered (no overlapping dates). Entering averages (data representing a period of more than one month) will not generate a weather normalized EUI.

In the Portfolio Manager portal, every time that a measure is "Not available" you can click on the "Not available" terms for a detailed explanation. These messages contain links that can help you resolve the problem quickly. It is also possible that no solution will be offered, since a particular metric simply might not exist for your type of property. In that case, alternatives will be proposed.

[Data Quality Checker](#) – The Portfolio Manager Data Quality Checker in the "Summary" tab allows you to filter a specific time period to detect any errors it might contain. The tool analyzes incomplete data and verifies metrics such as the *site EUI*, the number of workers in relation to your gross floor area and hours of operation per week to see whether any elements are inaccessible for your type of property.

How can I obtain a weather normalized EUI if I don't know the energy consumption of my tenant(s)?

In certain building categories, the building manager cannot have full access to the energy consumption figures for rented premises. Although preferable, they are not necessary to obtain a weather normalized EUI for the purposes of the ClimateWise Building Challenge.

You can submit incomplete energy consumption data if you do not have access to all the information. Indicate which sectors you are providing energy consumption data for, and enter the appropriate building floor area. Such buildings can still obtain a weather-normalized site EUI so long as you have provided data for 12 consecutive months.

6.4 Other Questions

What steps are required if I want to share another building?

Once your account is connected to the ClimateWise Building Challenge account (**step 3.1**), you don't have to repeat that step. You can share as many buildings in your account as you want by repeating **step 3.2** for each building.

How to enter my weekly operating hours?

Weekly hours of operation will vary depending on the property:

Office, financial centre, warehouse or distribution centre: The weekly operating hours are the total number of hours per week when the property is occupied by the majority of employees. For example, if most employees work in your building from 8 a.m. to 6 p.m. from Monday to Friday, weekly operating hours will be 50 hours (10 hours x 5 days per week).

Do NOT take the following hours into account:

When the property is occupied only by maintenance, security or cleaning staff or other support staff.

The time spent starting up or closing down heating, ventilation or air conditioning equipment.

Properties open to the public (retail store, medical centre, bank branch, courthouse, health club): Weekly hours of operation are the hours that the building is open to the public.

What is the occupancy rate?

The occupancy rate is the percentage of gross floor area that is occupied and operational. For example, if you have a 10-storey office building where on average 9 of the 10 floors are fully rented and occupied, the occupancy rate is 90%. If there are people who work on all floors and working spaces in your building, your occupancy rate is 100%. You do not need to count work stations to determine the occupancy rate.

What if my occupancy rate changes?

There is only one occupancy rate for each property. You enter the occupancy rate when you create the property. If your average occupancy rate for the current year changes in relation to the reference year, enter the change in the "Details" tab and update the hours of operation if they have also changed.

If the occupancy rate fluctuates during the course of the year, calculate the average occupancy rate over a 12-month period. For example, if the property was 50% occupied for the first half of the year, and then 100% occupied for the second half of the year, the occupancy rate for the year is 75%.

Why do you advise against creating many space/use types?

Although it seems logical and methodical to separately indicate each property use, it does not increase the accuracy of the results. Even if you indicate these types of spaces separately, the Portfolio Manager will regroup the data again in the "office building" category before calculating your metrics. Indicating a single type of space will simplify things for your building and will facilitate the correction of errors.

What spaces are not to be included in the energy consumption data?

Here are a few examples of sources of energy consumption that it might be wise to exclude (provided that they are under-measured) for your property:

- Cell phone towers;
- parking garages;
- electric vehicle charging stations;
- heated outdoor pools (N.B. indoor pools are not to be excluded);
- display panels or projection screens in a building (or in the parking garage when the panel is not linked to property use). A panel displaying the name of the firm or anything that deals with the firm's activities **MUST** be included in property use.

You can exclude a type of property use (or space) in the building if it meets the following 4 conditions:

- The type of use represents less than 10% of the gross floor area of the building;
- The type of use is under-measured, such that the floor area and energy consumption can be excluded;
- Energy consumption habits of this type of use are substantially different from those in the rest of the building (e.g. a ground floor restaurant in an office building);
- The building contains a data centre that meets the Portfolio Manager definition (see following question), and thus the energy consumed by the data centre should not be included.

What is the Portfolio Manager definition of a data centre and what do I do if there is one in my building?

The term "data centre" designates buildings specifically designed and equipped to satisfy the needs of high density computing equipment, such as server racks used for data storage and processing. Generally speaking, such facilities have dedicated power and cooling systems. Data centres may include traditional enterprise services, high performance computing, Internet facilities and/or hosting facilities.

Data centres are often free-standing, mission-critical computing centres. When a data centre is located inside a large building, it usually has its own power and cooling systems with a constant power load of 75 kW or more. The data centre is intended for sophisticated computing and server functions, and should not be used for server closets or computer training areas.

The energy consumed specifically to meet the needs of a data centre must not be excluded from the total data entered in Portfolio Manager. When you input your IT energy use, make sure not to double-count your data centre energy consumption. The "IT Energy Consumption" (the field that pops up when you create a "Data Centre" space) can be considered as similar to other operational characteristics in the office model, such as "Number of Workers" or "Operating Hours per Week".

When you create a property use space for data centres, the system will ask for the gross floor area, but that does not mean the floor area for the data centre. Once again, enter the gross floor area for the entire building.

You must be able to measure, monitor and indicate the specific quantity of energy delivered directly to IT equipment (servers, storage devices, etc.). Measurements must be obtained at the output of the Uninterruptable Power Supply (UPS) or, in some cases, the input of the Power Distribution Unit (PDU).

When you configure the property, click on the box indicating that your building has a data centre. Then, when installing meters, include an IT energy meter to measure energy consumption.

Should I include energy consumption in the parking garage?

Whether a fully or partially enclosed parking garage or an open air lot, if the parking area is part of the building it is not included in the gross floor area, for the Portfolio Manager tool is focused on energy consumption inside the building. For example, if you have office an building with a floor area of 100,000 square feet, with 20,000 square feet of parking space, you must enter a gross floor area of 100,000 square feet. Consequently, you must not include the energy consumption linked to the parking space (if it is indicated on the meter).

Standalone Parking Garages: If you report a standalone parking garage, EPA recommends that you select the "Other" building type when creating the building. Do not check off "My building's energy use includes parking areas". Simply enter the total area of the garage (i.e. including the parking) as the area of the building. That will prevent any error messages popping up.

You have two options for a property with a parking area:

1. Sub-meter your parking area and exclude its energy consumption and its gross floor area (recommended option).
2. Include its energy consumption and its gross floor area.

How do I take into account vacant space in my building? (for certain property types only)

Note: Only offices, medical offices, banks, courthouses and financial centres are obliged to report energy use for vacant property.

If your vacant space constitutes 10% or more of the gross floor area of the building (for more than 12 months), you must enter it as separate property use, as follows:

- Property Type = Property Type it would be if occupied (office, medical office, etc.)
- Weekly Operating Hours = 0
- Workers on Main Shift = 0
- Number of Computers = 0
- Percent Heated and Percent Cooled = report air conditioning as it occurs in the vacant space

What do I do if my property is a mixed-use building?

You can enter your property under "Other" (the simplest option). You will get the same parameters for your mixed-use property that you would have had if you entered each property type separately.

What if I have other questions?

Consult Natural Resources Canada and its FAQ section on comparative analysis:

<https://www.nrcan.gc.ca/energy/efficiency/buildings/energy-benchmarking/faq/3787>

Consult the ENERGY STAR Portfolio Manager glossary for useful definitions:

<https://portfoliomanager.energystar.gov/pm/glossary?lang=en>

Consult the Portfolio Manager Quick Start Guide:

<https://www.nrcan.gc.ca/sites/www.nrcan.gc.ca/files/oeefiles/pdf/publications/commercial/QuickStart-EN-May2014.pdf>

Contact info@ClimateWiseChallenge.ca for any additional questions!

APPENDIX 1 - BUILDING TYPES

The competition is open to all owners and managers of commercial and institutional buildings in York Region. The major building categories recognized for the ClimateWise Challenge are as follows:

- **Office Buildings**
 - Office
 - Medical Office
 - Veterinary Office
- **Retail**
 - Mall
 - Retail Store
 - Automobile Dealership
 - Convenience Store
 - Wholesale Club/Supercentre
 - Supermarket/Grocery Store
- **Education**
 - Adult Education
 - College/University
 - K-12 School
 - Pre-School/Daycare
 - Vocational School
 - Other
- **Healthcare**
 - Ambulatory Surgical Center
 - Hospital
 - Medical Office
 - Outpatient Rehabilitation/Physical Therapy
 - Residential Care Facility
 - Senior Care Community
 - Urgent Care/Clinic/Other Outpatient
- **Mixed Use**
- **Multi-residential Buildings**

This definition applies only to multifamily housing. Buildings that meet the definition for a Hotel, Residence Hall/Dormitory Senior Care Community, Single Family Home, or other type of lodging or residential facility must use the Universal Module (definitions from Energy Star Portfolio Manager).
- **Universal Buildings***

[Click here](#) for building definitions.

* The "Universal Building" category covers a broad range of establishments and building types. Any buildings that do not fit into the above mentioned categories will be listed by the ClimateWise Challenge in the "Universal Building" category.

Universal Buildings

- Other
- Food Sales & Services
 - Restaurant/Bar
- Lodging /Residences
 - Barrack
 - Hotel
 - Single Family Homes
 - Residence Hall/Dormitory
 - Senior Care Community
 - Other
- Banking/Financial Services
 - Financial Office
 - Bank branch
- Technology /Science
 - Data Center
 - Laboratory
 - Other
- Entertainment/Public Assembly
 - Convention Center
 - Performing Arts
 - Movie Theater
 - Recreation
 - Museum
 - Social/Meeting Hall
 - Stadium
 - Other
- Warehouse/Storage
 - Self-Storage facility
 - Warehouse/Distribution center

- **Religious Worship**
 - **Worship Facility**
- **Utility**
 - **Energy/Power Station**
 - **Wastewater Treatment Plant**
 - **Drinking Water Treatment & Distribution**
- **Public Services**
- **Library**
 - **Fire Station**
 - **Mailing Center/Post Office**
 - **Courthouse**
 - **Police Station**
 - **Social /Meeting Hall**
 - **Transportation terminal/Station**
- **Services**
 - **Data center**
 - **Repair Services (Vehicule, Shoe, Locksmith, etc.)**
 - **Personal Services (Health/Beauty, Dry Cleaning, etc.)**
 - **Other**
- **Parking**
 - **Parking**
- **Manufacturing /Industrial**
 - **Manufacturing Industrial Plant**

Beyond the challenge...

- Are you looking for more help beyond what the challenge provides ?
- Are you wanting to take a deeper dive into sustainability ?
- Are you ready to stand-up and show how your business is at the forefront of taking climate action ?



If you answered yes to any of the above, then it's time to join the network of **York Region businesses and organizations** – **leading the way in sustainability...**



One-on-one coaching and support

We offer customized services and tools to help members every step of the way to realize the economic and sustained benefits of sustainability.

Premium resources and tools

Tools and resources are offered to help quantify and report your emissions reduction goals and progress and execute an action plan to meet your objectives.

Learning and networking workshops and webinars

ClimateWise offers the opportunity to learn about how the changing environment will impact your organization.

Access a network of industry leaders and proven solutions

Through Green Economy Canada, ClimateWise members connect with over 300 businesses of all industry types across Ontario.



ClimateWise Business Network is one of 6 Green Economy Hubs across Ontario representing:

OVER

300

PARTICIPATING BUSINESSES
and ORGANIZATIONS



Then Federal Finance Minister
Bill Morneau, sits down with
ClimateWise members to discuss policy



When we were looking for a community partner for an innovative building owner and operator energy program, we knew the team at ClimateWise would be up for the challenge.

Graham Seaman, City of Markham,
Director, Sustainability & Asset Management



ClimateWise representatives feel like additional team members, as the sustainability team at the workplace is generally only one or two people. Great to have additional guidance and confidence in that guidance.

Caroline Karvonen, Alectra Utilities,
Manager, Sustainability Strategic Growth & Special Projects

JOIN US

Visit:
climatewise.ca

Call:
905.727.0491

TAKING ACTION ON CLIMATE CHANGE



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Reesor's
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GOOD FOOD

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natural foods ltd.

TWS Toronto Waldorf School
A deeper perspective



York Region

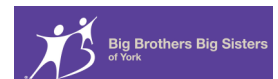


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A Windfall Centre Project

