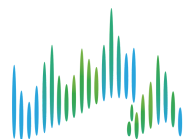


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Manual Sample

Climate Action Resilience Management System



Vancouver, BC
<http://www.greensky.ca>

For any comments or clarification, you may contact following:
CARMS@greensky.ca

IMPROVE YOUR BUSINESS PERFORMANCE BY
 CLIMATE CHANGE MITIGATION & ADAPTATION
 MANAGEMENT

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Acronym's definitions

- PDCA: Continual Improvement cycle (Plan Do Check and Act)
- MAC: Mitigation Actions
- AAC: Adaptation Actions
- GHS: Green House Gases
- CARMS: Climate Action and Resiliency Management System

Terms and Definitions

[Adaptation to Climate Change Terms & Definitions](#)

[Please click this link for list of figures](#)

CARMS MANUAL

This manual has been designed by following International Standard: ISO14001:2015, ISO 14090:2019, and ISO GUIDE 84:2020(E).

This manual will serve as company's reference for the management system framework for voluntary implementation and to work towards climate change mitigation and adaptation strategies.

Management System Framework

This manual follows the PDCA cycle and Continual Improvement approach.

PDCA Cycle



Figure 1: PDCA Cycle

The "Plan" stage is based on planning for resources needed for implementation of mitigation and adaptation strategies that includes but not limited to:

- leadership, committeemen and governance
- policy, objectives & targets
- planning for manpower and organizational arrangements for implementation including roles and responsibilities
- knowledge required to achieve the objectives of mitigation and adaptation planning and assessments.
- evaluating the legal and other requirements of the regions where the organization is operating and has acquired assets and equity.
- inputs to vulnerability, risks and opportunities, based on the qualitative and quantitative ratings of likelihood and consequences of climate change impacts.
- Development of mitigation roadmap

The "Do" stage requires initial assessment of organization's current level of mitigation and adaptation actions. It includes but not limited to:

- documenting system arrangements to follow the standardized

implementation and assessment procedures.

- training of staff on those procedures.
- climate change vulnerability assessment, risk assessment and prioritizing adaptation actions
- formulating adaptation and mitigation actions to increase resilience to the identified risks and maximize opportunities.
- preparing to implement adaptation and mitigation actions.

The "Check" stage of the cycle requires that the organization establish the process of measuring and monitoring the results of "Plan" and "Do" stages, and if the results are not as per expectations or objectives, review the "Plan" and "Do" stages to modify them to achieve the desired results.

The check stage includes but not limited to:

- check the assessment results.
- identification of KIPs to monitor the process.
- meetings and reviews by senior management.
- audits of the system's documentation and implementation.
- following up on action items and progress of plans.

The "Act" stage is about to take further decisions and actions on overall performance of the system. The continual improvement approach of climate change actions is based on Mitigation and Adaptation strategies of the organization. There is no customized approach or solution available, but the assessment of vulnerability and risks of climate change for the value chain of the organization can inform the decision makers to take quick actions in right direction to address the climate change risks.

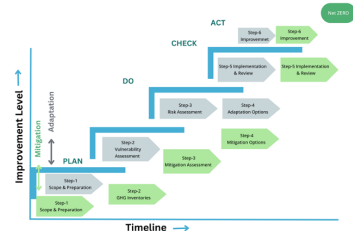
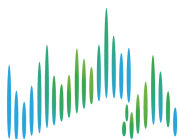




















Figure 2: Continual Improvement Approach
















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Sample of Templates and procedures

-  CAR-MS-F-00 -Climate Change Action Resources.docx
-  CAR-MS-F-001-Master List of Ecosystem services.docx
-  CAR-MS-F-002-List of Current Adaptation Activities.docx
-  CAR-MS-F-003-Projected Impacts of Climate Change.xlsx
-  CAR-MS-F-004-Projected Climate Impacts on ES & SES.xlsx
-  CAR-MS-F-005-Sensitivity Analysis of Projected Climate Impacts on ES & SES.xlsx
-  CAR-MS-F-006-Adaptive Capacity Analysis of Organization.xlsx
-  CAR-MS-F-007-Climate Change Risk Assessment-Adaptation.xlsx
-  CAR-MS-F-008-CARMS-Training Records.docx
-  CAR-MS-F-009-Master List and Short List of GHG Emission Sources.docx
-  CAR-MS-F-010-GHG Quantification Methodologies Log.docx
-  CAR-MS-F-011-Stakeholders Requirements Mapping.xlsx
-  CAR-MS-F-012-Audit Checklist and Corrective Action Template.xlsm
-  CAR-MS-L&OR-03-Legal & Other Requirement Log.docx
-  CAR-MS-LogMoM-01 Minutes of Meeting Log.docx
-  CAR-MS-OT&P-02 Objectives & Target Plan.docx
-  CAR-MSP-01 CLIMATE ACTION RESILIENCE POLICY.docx
-  CAR-MS-T&D-01- ISO-14090-ADAPTATION TO CLIMATE CHANGE TERMS & DEFIN...

-  CARMS-List of figures.docx
-  CAR-MS-P-01-Management Responsibilities & Organization.doc
-  CAR-MSP-02-CARMS -TOR-Adaptation.doc
-  CAR-MSP-03-Adaptation Action Preplanning Activities and Resources.doc
-  CAR-MSP-04-Vulnerability Assessment.doc
-  CAR-MSP-05-Risk Assessment.doc
-  CAR-MSP-06-Legal Framework for Climate Change (Mitigation & Adaptation).doc
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-  CAR-MS-P-12 Objectives & Targets Planning.docx
-  CAR-MS-P-13-CARMS-Internal-Audit Requirement.doc

