

National Carbon Offset Standard Carbon Neutral Program Public Disclosure Summary




An Australian Government Initiative

Education Services Australia

July 2016 to June 2017

Declaration

To the best of my knowledge, the information provided in this Public Disclosure Summary is true and correct and meets the requirements of the National Carbon Offset Standard Carbon Neutral Program.

[Sign here] 	02 March 2018
Andrew Smith	
Chief Executive Officer	

Type of carbon neutral certification: Organisation
Verification
Date of most recent external verification/audit: March 2018
Auditor: Ndver Environmental Pty Ltd
Auditor assurance statement link: ESA NCOS Final Audit Report vA.0

1. Carbon neutral information

1A. Introduction

Established in 2010 through the merger of Curriculum Corporation and Education.au, Education Services Australia is a national, not-for-profit company owned by all Australian education ministers.

The company was established to support delivery of national priorities and initiatives in the schools, training and Higher Education sectors, in particular to:

Advance key nationally-agreed education initiatives, programs and projects by providing services such as:

- researching, testing and developing effective and innovative technologies and communication systems for use in education;
- devising, developing and delivering curriculum and assessment, professional development, career and information support services;
- facilitating the pooling, sharing and distribution of knowledge, resources and services to support and promote e-learning; and
- supporting national infrastructure to ensure access to quality assured systems and content and interoperability between individuals, entities and systems;

ESA also creates, publishes, disseminates and markets curriculum and assessment materials, ICT-based solutions, products and services to support learning, teaching, leadership and administration.

The company has an office in Melbourne and has 104 staff. The company is a pure office based consultancy.

In terms of Organisational Boundaries, ESA uses the Operational Control method to determine its boundaries as per the principles of the GHG Protocol.

ESA provides accommodation and corporate services support to a small government secretariat (6 staffs), that whilst part of its legal entity, ESA has no Operational or Financial control over, so has been excluded from its Organisational boundary on the basis of Operational Control per the GHG Protocol. This secretariat is called the Education Council, formally known as Standing Council on School Education and Early Childhood.

ESA sublets a portion of its office space to three businesses. These areas have been excluded from the Organisational boundary on the same basis as mentioned above.

Staff commuting is excluded from ESA's inventory because there is insufficient data to determine those emissions.

All other activities of ESA are included within its Organisational Boundary. In terms of Boundary Consolidation, ESA is a single legal entity so has no consolidation of companies to consider. ESA includes its office in Melbourne in its emissions inventory.

In terms of Operational Boundaries, ESA includes all scope 1 and scope 2 emissions, and all material and relevant scope 3 emissions

The inventory in this report has been prepared in accordance with:

- National Greenhouse & Energy Reporting Scheme
- GHG Protocol: A Corporate Accounting and Reporting Standard
- National Carbon Offset Standard

1B. Emission sources within certification boundary

Quantified sources

The following emission sources have been included:

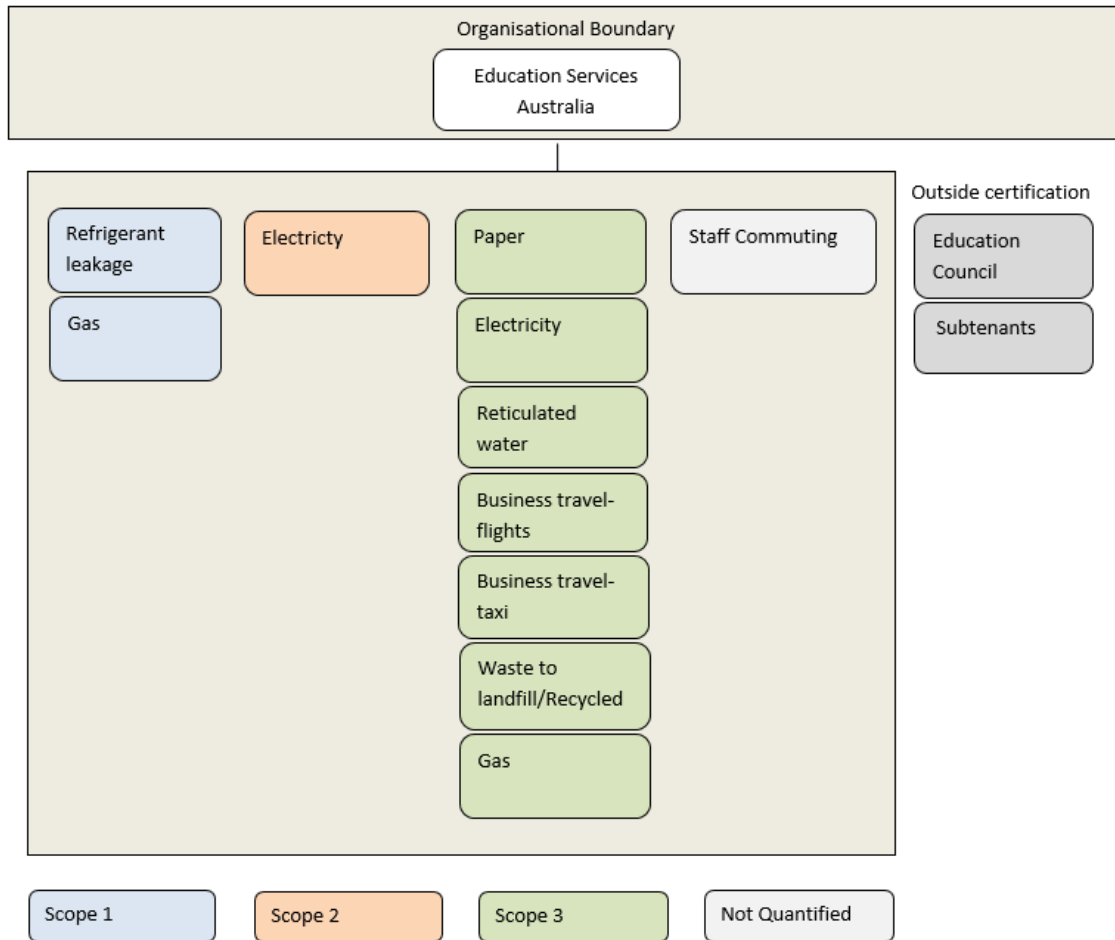
- Electricity
- Staff Air Travel
- Natural Gas
- Waste
- Staff Taxi Travel
- Water Use
- Office Paper
- Refrigerant Leakage

Non-quantified sources

The following emission sources have not been quantified in line with the provisions in the NCOS. The impact of excluding these sources is not expected to materially affect the overall total emissions.

- Staff Commute
As ESA is based in the CBD with very easy access to public transport, ESA has chosen to exclude staff commute from the emission's calculation as it is expected it would be immaterial.

1C. Diagram of certification boundary



2. Emissions reduction measures

2A. Emissions over time

Table 1. Emissions since base year		
	Base Year 2015/2016	2016/2017
Scope 1	31.92	29.67
Scope 2	497.05	439.24
Scope 3	322.24	260.59
Total	851.22	729.50
	t CO2-e	t CO2-e

2B. Emissions reduction strategy

Education Services Australia is demand driven, responding to the needs of the Australian Ministers with responsibility for education. As such, its business activities may fluctuate significantly from year to year. The main driver in ESA's emission reduction strategy is an absolute decrease in emissions.

2C. Emissions reduction actions

Since the NCOS base year 2015-16, total absolute emissions have decreased by 14.30%. This is mainly due to the reduction in ESA's floor space half way through 2016-17 financial year and reduction in staff air travel.

In 2016-17 ESA instigated a project that went live in July 2018 which has resulted in the business unit with the highest volume of paper based invoices now sending them electronically, which continues to add to the reduction in paper emissions.

Further reductions involve the purchase or replacement of appliances, and will be implemented as those existing appliances reach the end of their useful life. When possible, video/audio conferencing will be used to reduce emissions that would normally be caused by travel.

ESA has also introduced a TerraCycle program for employees to recycle such things as beauty product packaging, tooth paste and brush packaging, contact lenses, coffee pods and mobile phones.

3. Emissions summary

Table 2. Emissions Summary		
Scope	Emission source	t CO ₂ -e
1	Air Conditioning and kitchen fridges (Fridge)	0.004
1	Air Conditioning and kitchen fridges (AirCon)	1.49
2	Purchased electricity excluding base building use	209.60
3	Emissions from fuel extraction & T&D line losses for purchased electricity	19.23
2	Purchased Electricity tenants share of base buildings use	229.64

3	Emissions from fuel extraction & T&D line losses for tenants share of base building electricity	21.07
3	Staff Taxi Travel	6.11
1	Natural Gas used on site by landlord as part of base building services	28.18
3	Emissions from fuel extraction of natural gas	2.13
3	Reticulated Water Supplied by Landlord as part of base building services	2.75
3	Staff Air Travel - Domestic <1000 km	60.50
3	Staff Air Travel - Short haul 1000 - 3,700 km	72.80
3	Staff Air Travel - Long haul > 3,700 km	18.30
3	General municipal solid waste	32.38
3	Recycled paper waste	10.83
3	Commingled Recyclable Waste	13.22
3	Office Paper	1.27
Total Gross Emissions		729.50
GreenPower or retired LGCs		0.00
Total Net Emissions (before offsetting)		729.50

4. Carbon offsets

4A. Offsets summary

Education Services Australia Ltd chooses offsets that are consistent with those purchased in the base year and those that are compliant with the National Carbon Offset Standard Carbon Neutral Program.

Table 3. Offsets Summary			
Offset Type & registry	Year retired	Quantity	Serial numbers
Hebei Chongli Qingsanying 49.3MW Wind Farm Project, VCS Registry	2015	87	738-32915440-32916439-VCU-008-APX-CN-1-394-14082008-22022009-0
Wind Power project at Jaibhim by SIIL, India, VCS Registry	2016	149	4549-189376272-189377271-VCU-048-MER-IN-1-1525-11032011-31122011-0
Protection of a Tasmanian Native Forest project (Project 3: Peter Downie), VCS Registry	2017	600	2657-116686188-116686787-VCU-016-MER-AU-14-587-01032011-29022012-0
Total offsets retired		836	
Net emissions FY 16-17		729	
Total offsets held in surplus		107	

4B. Offsets purchasing and retirement strategy

Education Services Australia adopts an arrears approach to purchasing and retiring offsets. The organisation calculates its carbon emissions at the end of the reporting period and then purchases and retires offsets equivalent to a net of zero at a minimum.

5. Use of trade mark

Table 4. Trade mark register	
Where used	Logo type
Sustainability report	Certified organisation
Company email signatures	Certified organisation
Company website	Certified organisation
Company annual report	Certified organisation