

Australian Government
Carbon Neutral Program
Public Disclosure Summary




An Australian Government Initiative

NAME OF CERTIFIED ENTITY: Education Services Australia Ltd

REPORTING PERIOD: July 2018 to June 2019

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.

Signature 	Date 6 November 2019
Name of Signatory Andrew Smith	
Position of Signatory Chief Executive Officer	

Carbon neutral certification category	Organisation
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



Australian Government
Department of the Environment and Energy

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1. Carbon neutral information

1A. Introduction

Established in March 2010, Education Services Australia (ESA) is a national not-for-profit company owned by the state, territory and Australian Government education ministers.

Its role as a leading education service provider is to work collaboratively in the interests of all Australian education jurisdictions to provide technology-based services for education. ESA develops cost-efficient products and services that can be adapted in response to emerging technologies and changing needs of the education and training sector.

ESA provides:

- development, sharing and deployment of nationally owned technical data and assessment systems
- digital teaching and learning resources, tools and services
- information and communications technology services.

ESA maintains a strong ethos of environmental responsibility. The company has an Environment Policy, and the Board receives an annual environment report on the previous financial year, which is published on the ESA website.

The company has a tenancy in the Melbourne CBD where its 113 staff are housed over two floors.

Organisational and Operational Boundaries

ESA uses the Operational Control method to determine its boundaries as per the principles of the GHG Protocol.

ESA is a single legal entity so has no consolidation of companies to consider. ESA also acts as the legal entity for the Education Council Secretariat, comprising 5 members of staff, who occupy office space in Carlton, however as ESA has no operational or financial control over this Secretariat, it has been excluded from ESA's organisational boundary as per the GHG Protocol.

A small independent operation, the National Schools Interoperability Program (NSIP), was made part of ESA during the 2017-2018 financial year and moved into ESA's office space later in the previous reporting period, it was therefore excluded from the 2017-2018 calculation but has now been included in the current year's results.

All activities relating to ESA are included within its organisational boundary. ESA includes its office in Melbourne in its emissions inventory.

ESA's operational boundaries include 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
- The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)
- National Carbon Offset Standard for Organisations

1B. Emission sources within certification boundary

Quantified sources

The following emission sources have been included:

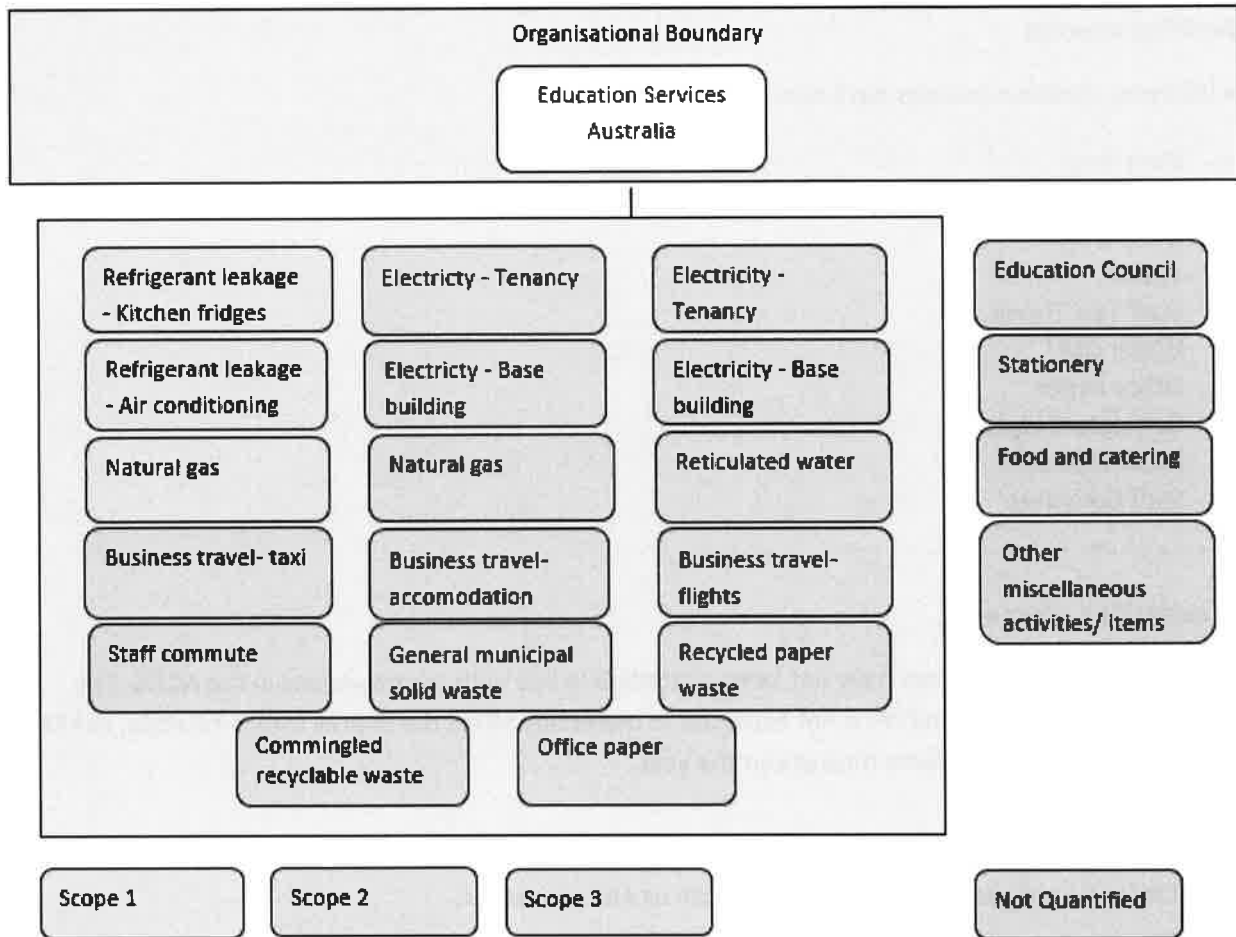
- Electricity
- Staff Air Travel
- Natural Gas
- Waste
- Staff Taxi Travel
- Water Use
- Office Paper
- Refrigerant Leakage
- Accommodation
- Staff Commute

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, as ESA spends very little on these items throughout the year.

- Stationery
- Food and Catering
- Other miscellaneous activities/ items such as entertainment.

1C. Diagram of the certification boundary



2. Emissions reduction measures

2A. Emissions over time

This reporting period shows a 17.23% increase in total emissions from the previous year, taking total emissions back to pre-2016–17 levels. This is entirely due to staff commuting emissions, which have risen from 51.67 to 175.29, in part because of an 11.68% rise in FTE, but mostly due to more accurate calculation of emissions from this source. In the previous reporting period—which was the first year staff commute was included—an estimate was calculated based on payroll information, whereas this year a survey of staff provided more accurate data.

If the staff commute element is excluded, total emissions for all other factors combined have decreased overall.

Table 1. Emissions since base year				
	Base Year 2015/2016	2016/2017	2017/2018	2018/2019
Scope 1	31.92	29.67	22.77	26.82
Scope 2	497.05	439.24	368.59	358.72
Scope 3	322.24	260.59	311.31	438.22
Total	851.22	729.50	702.67	823.76
	t CO2-e	t CO2-e	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 therefore an absolute decrease in emissions.

ESA's strategy involves:

- The installation, use and maintenance of energy efficient lighting, office equipment and appliances.
- Reduction in waste
- Recycling of paper, office stationery, printer cartridges and computer equipment
- Minimising paper usage in business transactions
- Minimising staff travel for meetings through use of meeting technologies
- Encouraging staff to develop environmentally-friendly habits both at work and home.

2C. Emissions reduction actions

Since the NCOS base year 2015-16, total absolute emissions have decreased by 3.23%. This figure has reduced in comparison to the previous year due to the inclusion of the staff commute, an increase in ESA's floorspace and an increase in FTE staff in the 2018-19 financial year.

A technology upgrade introduced in July 2017, enabled the business unit with the highest volume of paper based invoices to invoice customers electronically, which has added to the reduction in paper emissions.

Communications and marketing via social media and email have also increasingly replaced paper-based campaigns in this reporting year. Furthermore staff is encouraged to use video/audio conferencing, where possible instead of travelling.

Further reductions have involved the swap out of aging equipment and appliances, particularly the replacement of Canon Printers on both level 5 and 6. In addition, approximately 87 standard sized desktops which have a power rating of 240W were replaced with 43 laptops and 44 desktop mini's which have a power rating of 65W each. Therefore the new hardware is almost 4 times more power efficient than the old equipment. The laptop/desktop swapout will continue into financial year 2019-20.

In addition to the TerraCycle program and the 7-Eleven disposable cup rescue program, ESA has provided all staff with a keep cup in a bid to encourage employees to bring their own coffee cups to coffee shops. Other measures were introduced such as a 'Sharing Shelf' which is dedicated to reusable shopping bags to help reduce the need for buying plastic bags. A recycling bin for soft plastics has also been added to existing recycling collections.

3. Emissions summary

Table 2. Emissions Summary		
Scope	Emission source	t CO ₂ -e
1	Refrigerant leakage - Kitchen fridges	0.004
1	Refrigerant leakage - Air conditioning	1.49
1	Natural Gas used on site by landlord as part of base building services	25.33
2	Purchased electricity excluding base building use	193.30
2	Purchased Electricity tenants share of base buildings use	165.42
3	Emissions from fuel extraction & T&D line losses for purchased electricity	18.07
3	Emissions from fuel extraction & T&D line losses for tenants share of base building electricity	15.46
3	Emissions from fuel extraction of natural gas	1.92
3	Reticulated Water Supplied by Landlord as part of base building services	2.15
3	Staff Travel - Taxi	3.07
3	Staff Travel - Accomodation	20.82
3	Staff Air Travel - Domestic <1000 km	48.93
3	Staff Air Travel - Short haul 1000 - 3,700 km	52.19
3	Staff Air Travel - Long haul > 3,700 km	43.43
3	Staff Commute	175.29
3	General municipal solid waste	33.71
3	Recycled paper waste	9.03
3	Commingled Recyclable Waste	13.01
3	Office Paper	1.14
Total Gross Emissions		823.76
GreenPower or retired LGCs		0.00
Total Net Emissions (before offsetting)		823.76

4. Carbon offsets

4A. Offsets summary

Education Services Australia Ltd chooses offsets that are consistent with those purchased in the base year

Table 3. Offsets Summary						
Projects supported by offset purchase	Eligible offset units	Registry	Cancellation date	Serial numbers (including hyperlink to registry transaction record)	Vintage	Quantity
The Longdowns Regeneration Project in Australia	ACCU	ANREU	30 November 2018	3,773,703,346 – 3,773,704,045	2018-19	103
Fish River Fire Project (Carbon Farming Initiative—Emissions Abatement through Savanna Fire Management)	ACCU	ANREU	1 November 2019	3,782,912,053 – 3,782,912,270	2018-19	218
Delta Regeneration Project (Human-Induced Regeneration of a Permanent Even-Aged Native Forest)	ACCU	ANREU	1 November 2019	3,789,227,613 – 3,789,228,144	2019-20	532
Total offsets cancelled						853
Total offsets banked for use future years:						30

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