



PUBLIC DISCLOSURE STATEMENT

CONVERSIO PTY LTD

SMALL ORGANISATION
FY2019-20

Australian Government
Climate Active
Public Disclosure Statement



An Australian Government Initiative



NAME OF CERTIFIED ENTITY: Conversio Pty Ltd

REPORTING PERIOD: 1 July 2019 – 30 June 2020

Declaration

To the best of my knowledge, the information provided in this Public Disclosure Statement is true and correct and meets the requirements of the Climate Active Carbon Neutral Standard.

Signature

A handwritten signature in blue ink, appearing to read "A. Stathakis".

Date

16 November 2020

Name of Signatory

Alexander Stathakis

Position of Signatory

Founder and director



Australian Government

**Department of Industry, Science,
Energy and Resources**

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1. CARBON NEUTRAL INFORMATION

Description of certification

This greenhouse gas (GHG) statement has been prepared for the financial year (FY) from 1 July 2019 to 30 June 2020. The certification covers the Australian business operations of [Conversio Pty Ltd](#).

Organisation description

Conversio is a boutique carbon reporting consultancy with more than 10 years' experience in the carbon sector. We help businesses adopt sustainability practices that are tailored to their specific needs and align recommended sustainability practices with their objectives and core competencies. Conversio's founder, Alex Stathakis, was formerly an analyst for Low Carbon Australia Limited (now the Clean Energy Finance Corporation) and played a key role in delivering the Australian Government's National Carbon Offset Standard Carbon Neutral Program.

The following facilities are included in the operational boundary:

- Home office, Brisbane, and
- Rented office space at 310 Edward Street, Brisbane.

This GHG statement considers and quantifies carbon dioxide (CO₂), methane (CH₄), and nitrous oxide (N₂O) emissions, measured in tonnes CO₂-e. We are not aware of any relevant sources of hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF₆), or nitrogen trifluoride (NF₃) within the operational boundary.

“Climate Active certification underlines Conversio’s commitment to sustainability, the reduction of GHG emissions, and the support of robust environmental projects.”

2. EMISSION BOUNDARY

Diagram of the certification boundary

Conversio is a boutique carbon reporting consultancy with more than 10 years' experience in the carbon sector. We help businesses adopt sustainability practices that are tailored to their specific needs and align recommended sustainability practices with their objectives and core competencies. Conversio's founder, Alex Stathakis, was formerly an analyst for Low Carbon Australia Limited (now the Clean Energy Finance Corporation) and played a key role in delivering the Australian Government's National Carbon Offset Standard Carbon Neutral Program.

The organisational boundary includes the grouping of activities and facilities in which Conversio exercises operational control. Operational control is determined in accordance with the National Greenhouse and Energy Reporting Act 2007 and supporting legislation and documentation. The reporting boundary includes all direct GHG emission reported from within the organisational boundary, as well as those indirect GHG emissions that are a consequence of the Conversio's operations and activities and deemed relevant by the Climate Active initiative administrator.

The following facilities are included in the operational boundary:

- Home office, Brisbane, and
- Rented office space at 310 Edward Street, Brisbane.

This GHG statement considers and quantifies carbon dioxide (CO₂), methane (CH₄), and nitrous oxide (N₂O) emissions, measured in tonnes CO₂-e. We are not aware of any relevant sources of hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF₆), or nitrogen trifluoride (NF₃) within the operational boundary. This is a small organisation certification, which uses the standard Climate Active small organisation emissions boundary.

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<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
<i>Total net electricity emissions (location-based)</i>	<i>CBD office GHG emissions</i>	<i>No relevant emission sources were excluded.</i>
<i>Air Transport (km)</i>	<i>Bus commute</i>	<i>NB: Stationary energy (fossil fuel) does not exist within the operational boundary.</i>
<i>ICT services and equipment</i>	<i>Paper products</i>	
<i>Accommodation and facilities</i>	<i>NB: Bus commute is covered by Brisbane City Council's carbon neutral certification boundary and paper products are Climate Active carbon neutral certified.</i>	
<i>Waste</i>		
<i>Petrol consumption, post-2004 vehicle</i>		
<i>Food & catering</i>		
<i>Taxi & Uber</i>		
<i>Cleaning & Chemicals</i>		
<i>Water</i>		
<i>Refrigerants</i>		

Non-quantified sources

- CBD office GHG emissions estimates were not available from our flexible shared workspace provider. An uplift factor to account for this GHG emission source has been applied, see section 3 (Emissions Summary) of this Public Disclosure Summary.
- Bus commute to and from our Brisbane CBD office has not been quantified because the GHG emissions associated with operating the bus fleet is covered under [Brisbane City Council's carbon neutral certification](#).
- Paper products has not been quantified because this is a Climate Active-certified carbon neutral product and only one ream was used during the reporting period.
- Stationary energy has not been quantified because there is no stationary energy generator consuming fossil fuels under the operational control of Conversio. Solar PV exists at the home office location; however, STCs, and by extension the associated zero-emissions claim, have been transferred to the energy retailer.

“We work continuously to measure and reduce our impact on the climate and choose Climate Active to independently certify our work. The Climate Active logo helps our clients recognise the standard which we hold ourselves to.”

Data management plan

Not applicable.

Excluded sources (outside of certification boundary)

No relevant GHG emission sources were excluded. Although stationary energy (fossil fuel) is a deemed relevant emission under the small organisation certification, we do not use stationary energy (fossil fuel) and as such it has not been included in PDS or carbon inventory.

3. EMISSIONS SUMMARY

Emissions reduction strategy

Conversio aims to reduce its environmental footprint wherever possible and financially feasible.

- In July 2020, we moved our CBD office location to [The Hub](#) in Adelaide Street, Brisbane, a Climate Active-certified B Corp.
- We purchase certified carbon neutral office paper.
- Air travel is kept to a necessary minimum, with every effort being undertaken to maximise the number of client engagements in one trip. A similar approach is taken with local engagements, whereby car travel will only be used if a face-to-face meeting is necessary and public transportation is not a feasible option. To this extend, it is company policy to conduct as many engagements as possible from the office and make use of tele- and video-conferencing options such as Skype or Zoom.
- All energy consuming equipment is switched off when not in use. This includes IT equipment, printers, as well as lights and air conditioning.
- Waste materials will be recycled or disposed of in accordance with established best practice and guidance from Brisbane City Council and recyclingnearyou.com.au.
- Conversio aims to make as much use of natural lighting and ventilation as possible to reduce energy consumption.
- Conversio calculates its GHG inventory on a yearly basis and purchases and surrenders enough carbon offset units to offset its environmental impact. In case of
 - any structural changes to our organisation, where these include acquisitions and divestments, and the outsourcing and insourcing of GHG-emitting activities,
 - changes in GHG emissions calculation methodology that would result in a significant change to the GHG emissions figure, or
 - the discovery of an error, or several cumulative errors, that would have a significant impact on the GHG inventory,

Conversio will true up carbon offsets at the end of the next reporting period.

- Conversio is investigating the feasibility of installing additional solar PV capacity at our home office without having to transfer the STCs to the energy retailer/installer.

Emissions over time

Not applicable, initial application.

Emissions reduction actions

Not applicable, initial application.

Emissions summary (inventory)

Table 1

Emission source category	tonnes CO ₂ -e
Total net electricity emissions (location-based)	4.241
Air Transport (km)	3.346
ICT services and equipment	0.713
Accommodation and facilities	0.350
Waste	0.252
Petrol consumption, post-2004 vehicle	0.206
Food & catering	0.186
Taxi & Uber	0.071
Cleaning & Chemicals	0.006
Office equipment & supplies	0.006
Water	0.003
Refrigerants	0.001
Total Net Emissions	9.380

Uplift factors

Table 2

Reason for uplift factor	tonnes CO ₂ -e
Climate Active mandated 5% to account for immaterial items (water supply/wastewater & refrigerant leakage)	0.47
Accounting for aviation's impact on the climate. Use of an uplift multiplier of 3 in line with current scientific understanding. This uplift is added to the air travel GHG emissions estimate in the GHG statement above.	2
Accounting for GHG emissions at CBD office location	2
Total Footprint to offset (uplift factors + net emissions)	13.850

Carbon neutral products

- [Reflex 100% Recycled Carbon Neutral](#) 80gsm A4 Paper Ream
- Brisbane City Council bus fleet
- As of July 2020, office space at The Hub

Electricity summary

Electricity was calculated using the location-based approach. Conversio does not report electricity consumption based on the market-based approach. While Conversio operates in a market where there is access to contractual renewable electricity agreements, we do not make use of such contractual instruments – the GHG emissions reported under both approaches would be the same.

Table 3

State/ Territory	Electricity Inventory items	kWh	Full Emission factor (Scope 2 +3)	Emissions (tonnes CO ₂ e)
Qld	Electricity Renewables	-	-0.93	0.00
Qld	Electricity Carbon Neutral Power	-	-0.93	0.00
Qld	Netted off (exported on-site generation)	-	-0.81	0.00
Qld	Electricity Total	4,560	0.93	4.24
<i>Total net electricity emissions (Location based)</i>			<i>0.00</i>	<i>0.00</i>

4. CARBON OFFSETS

Offset purchasing strategy: in arrears

Offsets will be purchased and retired annually in arrears at the end of each reporting year in accordance with Climate Active guidelines. All offsets will be purchased and retired by the offset provider on Conversio's behalf.

Conversio has purchased and retired 14 carbon offset units that are required to cover the GHG emissions associated with our business operations as per Climate Active inventory calculator estimates and to support the corresponding Climate Active carbon neutral claim:

Offsets summary

Table 4

1. Total offsets required for this report				14					
2. Offsets retired in previous reports and used in this report				Not applicable					
3. Net offsets required for this report				14					
Project description	Eligible offset units type	Registry unit retired in	Date retired	Serial number (including hyperlink to registry transaction record)	Vintage	Quantity (tonnes CO2-e)	Quantity used for previous report	Quantity to be banked for future years	Quantity to be used this report
Rimba Raya Biodiversity Reserve Project	VCU/CCBS	Verra	31/08/2020	5816-261748330-261748334-VCU-016-MER-ID-14-674-01072013-31122013-1	2013	5	N/A	N/A	5
IOT Mabagas Limited power plant, Pudhuchatram, India	CER	UN Carbon offset platform/ CDM Registry	27/08/2020	IN-5-218417441-2-2-0-8288 to IN-5-218417449-2-2-0-8288	2013	9	N/A	N/A	9
Total offsets retired this report and used in this report								14	
Total offsets retired this report and banked for future reports								N/A	

Co-benefits

IOT Mabagas Limited power plant [Gold Standard project](#), located in Namakkal, India, converts up to 120,000 tonnes of chicken litter and other industrial residues from starch and sugar industries into renewable electricity per year, which is being fed into the South Indian grid. The project activity [mitigates environmental and hygienic problems as well as supporting regional smallholders in implementing sustainable agriculture](#).

The [Rimba Raya Biodiversity Reserve Project](#) aims to reduce Indonesia's emissions by preserving 91,215 hectares of tropical peat swamp forest. This area, rich in biodiversity including the endangered Bornean orangutan, was slated by the Provincial government to be converted into four palm oil estates. Nearly 100% of the project area is a wetland reserve, conservation of which protects critical resources, including some 64 billion litres of water flow per month and maintains a fish nursery area for the Seruyan River basin. Located on the southern coast of Borneo in the province of Central Kalimantan, the project is also designed to protect the integrity of the adjacent Tanjung Puting National Park, by creating a physical buffer zone on the full extent of the ~90km eastern border of the park.

5. USE OF TRADE MARK

Table 5

Description where trademark used	Logo type
Website	Certified organisation
Social media	Certified organisation
Business cards	Certified organisation
Marketing/advertising collateral	Certified organisation

6. ADDITIONAL INFORMATION

Conversio is also supporting the [United Nations Climate Change Climate Neutral Now initiative](#) and is the first Australian company to have [signed the pledge](#) to support this initiative. Acting in accordance with our mission to support clients to integrate environmental sustainability into their business, we have joined Climate Neutral Now to inspire global climate action, and have measured, reduced, and offset our greenhouse gas emissions since FY16.

An additional allocation of 11 units has been retired in addition to the Climate Active requirement to minimise the risk of shortfall, as well as to underscore Conversio's commitment to combating climate change and supporting robust environmental projects.

Additional offsets retired							
Project description	Eligible offset units type	Registry unit retired in	Date retired	Serial number (including hyperlink to registry transaction record)	Vintage	Quantity (tonnes CO ₂ -e)	Quantity to be used this report
IOT Mabagas Limited power plant, Pudhuchatram, India	CER	UN Carbon offset platform/ CDM Registry	27/08/2020	IN-5-218417450-2-2-0-8288 to IN-5-218417460-2-2-0-8288	2013	11	11

APPENDIX 1

Excluded emissions

No relevant GHG emission sources have been excluded. This is a small organisation certification, which uses the standard Climate Active small organisation emissions boundary. Stationary energy (fossil fuel) is categorised as “excluded” as this emission source does not exist within the operational boundary.

APPENDIX 2

Non-quantified emissions for organisations

Please advise which of the reasons applies to each of your non-quantified emissions. You may add rows if required.

Table 6

Non-quantification test				
Relevant-non-quantified emission sources	<i>Immaterial <1% for individual items and no more than 5% collectively</i>	<i>Quantification is not cost effective relative to the size of the emission but uplift applied.</i>	<i>Data unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.</i>	<i>Initial emissions non-quantified but repairs and replacements quantified</i>
CBD office location	No	No	Yes	No