



PUBLIC DISCLOSURE STATEMENT

**THE TRUSTEE FOR PHYTO-THERAPY UNIT
TRUST**

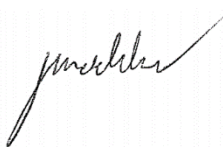
**ORGANISATION
FY2020–21**

Australian Government

Climate Active Public Disclosure Statement

PHYTO  THERAPY



NAME OF CERTIFIED ENTITY	The trustee for Phyto-Therapy Unit Trust
REPORTING PERIOD	financial year 1 July 2020 – 30 June 2021 Arrears report
DECLARATION	<p><i>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.</i></p>  <p>Jack Maddock Sustainability Manager Date: 19/11/21</p>



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

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Version September 2021. To be used for FY20/21 reporting onwards.



1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	112.5 tCO ₂ -e
OFFSETS BOUGHT	100% VCU's
RENEWABLE ELECTRICITY	0%
TECHNICAL ASSESSMENT	Next technical assessment due: 31 st of October 2022

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2. CARBON NEUTRAL INFORMATION

Description of certification

This certification encompasses the operations of the trustee for Phyto-Therapy Unit Trust (ABN: 63 611 542 866) trading as Phyto-Therapy Pty Ltd. The organisational boundary has been defined using the operational control approach and includes all scope 1, 2, and 3 emissions relating to Phyto-Therapy's office and operations. This certification excludes the emissions associated with the production and sale of Phyto-Therapy products, warehousing, and bulk blending, as these are listed as attributable-quantified sources under the Phyto-Therapy product certification boundary.

"We wish to take responsibility for the environmental impact of our business, and in doing so, help to address the issue of climate change."

Organisation description

Phyto-Therapy (ABN: 63 611 542 866) is an organic bulk powder ingredient wholesaler that sources ingredients globally to supply to markets in Australia, New Zealand, and the USA. Phyto-Therapy also facilitates bulk blending through a contract manufacturer and provides product formulation consultation as a value-added service. Phyto-Therapy's office headquarters are located in Elanora Heights, NSW. Third-party warehousing and bulk blending facilities are both located within Sydney.

3.EMISSIONS BOUNDARY

Inside the emissions boundary

All emission sources listed in the emissions boundary are part of the carbon neutral claim.

Quantified emissions have been assessed as relevant and are quantified in the carbon inventory. This may include emissions that are not identified as arising due to the operations of the certified entity, however are **optionally included**.

Non-quantified emissions have been assessed as relevant and are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. All material emissions are accounted for through an uplift factor. Further detail is available at Appendix C.

Outside the emissions boundary

Excluded emissions are those that have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary or are outside of the scope of the certification. These emissions are not part of the carbon neutral claim. Further detail is available at Appendix D.

Inside emissions boundary		Outside emission boundary
<u>Quantified</u>	<u>Non-quantified</u>	<u>Excluded</u>
Accommodation and facilities	Customer / Supplier gifts	Products sold by Phyto-Therapy
Air Transport (km)	Other general expenses	Warehousing
Cleaning and Chemicals		Bulk blending
Electricity		
Food		
Horticulture and Agriculture		
ICT services and equipment		
Land and Sea Transport (fuel)		
Land and Sea Transport (km)		
Machinery and vehicles		
Office equipment & supplies		
Postage, courier and freight		
Professional Services		
Waste		
Water		

Data management plan for non-quantified sources

There are no non-quantified sources in the emission boundary that require a data management plan.

4.EMISSIONS REDUCTIONS

Emissions reduction strategy

At Phyto-Therapy, we are currently implementing several measures to reduce emissions relating to our organisational certification. These measures primarily focus on reducing impacts arising from business travel, employee commute, and general office activities.

As opportunities for domestic and international travel begin to re-emerge, we are looking to reduce our business travel, compared to previous levels, and make business trips only when totally necessary. It is expected that in a post-pandemic world, due to the increasing prevalence of teleconferencing and virtual meeting technology, the business travel market should slow down considerably. We expect that our business travel should follow this trend, and therefore expect to see a 50% reduction in emissions from this source over the next 5 years. Our target is to achieve a 10% per year reduction in emissions sources related to business travel, compared to a baseline established from a business as normal scenario (FY2021-22).

As virtual office technology begins to become more widely accepted, we expect to see an increased number of staff members being able to work from home or in a virtual office environment. This should reduce emissions relating to staff commute, as fewer employees will be commuting to and from the office in Elanora Heights. Furthermore, we will look to transition all company cars to electric vehicles within the next five years. We expect all these changes should result in a 50% reduction in fuel and staff commute related emissions sources.

Our office recycling program is in operation and is effectively reducing the quantity of waste that is going into landfill. Although this only represents a small portion of our total footprint, we intend to keep making this a priority going forward, so that we can promote environmental stewardship through our workplace culture. Our goal is to recycle 100% of our office waste, and have 0% of waste going to landfill. This involves recycling items efficiently and correctly, and separating items further into individual categories (paper, hard plastic/recycling, soft plastic, compost, batteries, electrical/computer equipment).

Emissions reduction actions

The impact of emissions reduction actions will be reflected in next reporting period, as there has not been a sufficient timeframe for us to achieve our emissions reduction targets. Our initial/base-year Climate Active reports were published in August of 2021.

5.EMISSIONS SUMMARY

Emissions over time

Emissions since base year		Total tCO ₂ -e
Base year / Year 1:	2019–20	101.3
Year 2:	2020-21	112.5

Significant changes in emissions

The 6 % increase in total emissions was largely driven by a 30% increase in the total number of staff members. The impact of this staff increase would have been greater if it were not for the COVID lockdowns, which prohibited business travel and forced staff to work from home. Changes in emissions relating to computer and technical services were driven by a companywide transition to a new enterprise resource planning system. The additional cost of facilitating the transition, as well as price difference between the two systems, has caused the activity data to reflect a higher total spend on technical services for the current reporting period. The increase in emissions relating to vehicle fuel consumption was caused by a reclassification of vehicles within different fuel categories. An additional vehicle was added to the diesel fuel category, with the same vehicle being removed from the petrol fuel category. Increased food & catering expenditure is also attributed to the increase in total staff members, hence reflecting a total increase in emissions for this item.

Emission source name	Current year (tCO ₂ -e and/ or activity data)	Previous year (tCO ₂ -e and/ or activity data)	Detailed reason for change
Computer and technical services	9.12 tCO ₂ -e	3.08 tCO ₂ -e	ERP system transition
Diesel oil post-2004	16.59 tCO ₂ -e	20.95 tCO ₂ -e	Reclassification of vehicle fuel types
Petrol / Gasoline post-2004	8.50 tCO ₂ -e	4.83 tCO ₂ -e	Reclassification of vehicle fuel types
Food and Catering	7.37 tCO ₂ -e	4.94 t CO ₂ -e	Increased number of staff members

Use of Climate Active carbon neutral products and services

n/a

Organisation emissions summary

The electricity summary is available in the Appendix B. Electricity emissions were calculated using a location-based approach.

Emission category	Sum of Scope 1 (tCO ₂ -e)	Sum of Scope 2 (tCO ₂ -e)	Sum of Scope 3 (tCO ₂ -e)	Sum of total emissions (tCO ₂ -e)
Accommodation and facilities	0	0	0.24	0.24
Air transport (fuel)	0	0	0	0
Air transport (km)	0	0	0.44	0.44
Bespoke	0	0	0	0
Carbon neutral products and services	0	0	0	0
Cleaning and chemicals	0	0	0.54	0.54
Construction materials and services	0	0	0	0
Electricity	0	4.43	0	4.43
Food	0	0	9.02	9.02
Horticulture and agriculture	0	0	0	0
ICT services and equipment	0	0	11.9	11.9
Land and sea transport (fuel)	23.9	0	1.2	25.1
Land and sea transport (km)	0	0	10.4	10.4
Machinery and vehicles	0	0	7.1	7.1
Office equipment & supplies	0	0	10.2	10.2
Postage, courier and freight	0	0	3.8	3.8
Products	0	0	0	0
Professional services	0	0	18.7	18.7
Refrigerants	0	0	0	0
Roads and landscape	0	0	0	0
Stationary energy	0	0	0	0
Waste	0	0	4.7	4.7
Water	0	0	0.7	0.7
Working from home	0	0	0	0
Total	23.9	4.4	78.9	107.2

Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions, which can't be reasonably quantified or estimated. This conservative accounting approach helps ensure the integrity of the carbon neutral claim.

Reason for uplift factor	tCO ₂ -e
5% uplift to account for non-quantified items; customer/supplier gifts, and other general expenses	5.4
Total footprint to offset (uplift factors + net emissions)	112.5

6. CARBON OFFSETS

Offsets strategy

Offset purchasing strategy: In arrears		
1.	Total offsets previously forward purchased and banked for this report	0
2.	Total emissions liability to offset for this report	112.5 tCO ₂ -e
3.	Net offset balance for this reporting period	112.5 tCO ₂ -e
4.	Total offsets to be forward purchased to offset the next reporting period	0
5.	Total offsets required for this report	112.5 tCO ₂ -e

Co-benefits

Phyto-Therapy has offset its emissions by purchasing VCUs generated by rainforest preservation activities in the Madre de Dios region of the Peruvian Amazon. The Tambopata-Bahuaja Biodiversity Reserve project, funded by Mirova Natural Capital and administered in partnership with Peruvian NGO, AIDER, conserves 591,951 hectares of threatened tropical rainforest by integrating conservation activities with sustainable economic development. One of the project's main focuses is to help farmers transition to sustainable cacao production in the margins of the protected area. This, in turn, restores degraded land and reduces deforestation pressures, whilst also providing local communities with forest-friendly and sustainable livelihoods. Phyto-Therapy purchases 100 per cent of its offset units from this project. (See [Ecosphere+](#) website for more details.)

Offsets summary

Proof of cancellation of offset units

Offsets cancelled for Climate Active Carbon Neutral Certification										
Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Eligible quantity (tCO ₂ -e)	Quantity used for previous reporting periods	Quantity banked for future reporting periods	Quantity used for this reporting period claim	Percentage of total (%)
Reduction of deforestation and degradation in Tambopata National Reserve and Bahuaja-Sonene National Park within the area of Madre de Dios region – Peru	VCUs	Verra	19/11/21	10718-244294813-244294925-VCS-VCU-261-VER-PE-14-1067-01072017-31122017-1	2017	113	0	0	113	100%
Total offsets retired this report and used in this report									113	
Total offsets retired this report and banked for future reports								0		
Type of offset units		Quantity (used for this reporting period claim)					Percentage of total			
Verified Carbon Units (VCUs)		113					100%			

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

The following RECs have been surrendered to reduce electricity emissions under the market-based reporting method.

1. Large-scale Generation certificates (LGCs)*	n/a
2. Other RECs	n/a

* LGCs in this table only include those surrendered voluntarily (including through PPA arrangements), and does not include those surrendered in relation to the LRET, GreenPower, and jurisdictional renewables.

Project supported by LGC purchase	Eligible units	Registry	Surrender date	Accreditation code (LGCs)	Certificate serial number	Generation year	Quantity (MWh)	Fuel source	Location
Total LGCs surrendered this report and used in this report							n/a		

Phyto-Therapy does not own any renewable energy certificates.

APPENDIX A: ADDITIONAL INFORMATION

APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a location-based approach.

Location-based method:

The location-based method provides a picture of a business's electricity emissions in the context of its location, and the emissions intensity of the electricity grid it relies on. It reflects the average emissions intensity of the electricity grid in the location (State) in which energy consumption occurs. The location-based method does not allow for any claims of renewable electricity from grid-imported electricity usage.

Market-based method:

The market-based method provides a picture of a business's electricity emissions in the context of its renewable energy investments. It reflects the emissions intensity of different electricity products, markets and investments. It uses a residual mix factor (RMF) to allow for unique claims on the zero emissions attribute of renewables without double-counting.

Market-based approach summary

Market-based approach	Activity data (kWh)	Emissions (kgCO ₂ -e)	Renewable % of total
Behind the meter consumption of electricity generated	0	0	0
Total non-grid electricity	0	0	0
LGC purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0
GreenPower	0	0	0
Jurisdictional renewables (LGCs retired)	0	0	0
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0
Large Scale Renewable Energy Target (applied to grid electricity only)	932	0	19%
Residual electricity	3,995	4,286	0
Total grid electricity	4,927	4,286	19%
Total electricity consumed (grid + non grid)	4,927	4,286	19%
Electricity renewables	932	0	
Residual electricity	3,995	4,286	
Exported on-site generated electricity	0	0	
Emission footprint (kgCO ₂ -e)		4,286	

Total renewables (grid and non-grid)	18.9%
Mandatory	18.9%
Voluntary	0
Behind the meter	0
Residual electricity emission footprint (tCO₂-e)	4

Figures may not sum due to rounding. Renewable percentage can be above 100%

Location-based approach summary

Location-based approach	Activity data (kWh)	Emissions (kgCO ₂ -e)
ACT	0	0
NSW	4,927	4,434
SA	0	0
Vic	0	0
Qld	0	0
NT	0	0
WA	0	0
Tas	0	0
Grid electricity (scope 2 and 3)	4,927	4,434
ACT	0	0
NSW	0	0
SA	0	0
Vic	0	0
Qld	0	0
NT	0	0
WA	0	0
Tas	0	0
Non-grid electricity (behind the meter)	0	0
Total electricity consumed	4,927	4,434
Emission footprint (tCO₂-e)	4.434	

Climate Active carbon neutral electricity summary

Carbon neutral electricity offset by Climate Active product	Activity data (kWh)	Emissions (kgCO ₂ -e)
Energy Australia	0	0

Climate Active carbon neutral electricity is not considered renewable electricity. The emissions have been offset by another Climate Active carbon neutral product certification.

APPENDIX C: INSIDE EMISSIONS BOUNDARY

Non-quantified emission sources

The following sources emissions have been assessed as relevant, are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. These emissions are accounted for through an uplift factor. They have been non-quantified due to one of the following reasons:

1. **Immaterial** <1% for individual items and no more than 5% collectively
2. **Cost effective** Quantification is not cost effective relative to the size of the emission but uplift applied.
3. **Data unavailable** Data is unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.
4. **Maintenance** Initial emissions non-quantified but repairs and replacements quantified.

Relevant-non-quantified emission sources	(1) Immaterial	(2) Cost effective (but uplift applied)	(3) Data unavailable (but uplift applied & data plan in place)	(4) Maintenance
Supplier / Customer gifts	Yes	Yes (uplift applied)	No	No
Other general expenses	Yes	Yes (uplift applied)	No	No

APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

Excluded emission sources

The below emission sources have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary. These emissions are not part of the carbon neutral claim. Emission sources considered for relevance must be included within the certification boundary if they meet two of the five relevance criteria. Those which only meet one condition of the relevance test can be excluded from the certification boundary.

Emissions tested for relevance are detailed below against each of the following criteria:

1. **Size** The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions
2. **Influence** The responsible entity has the potential to influence the reduction of emissions from a particular source.
3. **Risk** The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.
4. **Stakeholders** Key stakeholders deem the emissions from a particular source are relevant.
5. **Outsourcing** The emissions are from outsourced activities previously undertaken within the organisation's boundary, or from outsourced activities typically undertaken within the boundary for comparable organisations.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
Purchased goods and services	Yes	Yes	No	Yes	No	Yes
Capital goods	No	No	No	No	No	No
Fuel and energy related activities	Yes	Yes	No	Yes	No	Yes
Upstream transportation and distribution	Yes	No	Yes	Yes	No	No
Waste generated in operations	Yes	Yes	No	Yes	No	Yes
Business travel	Yes	Yes	No	Yes	No	Yes
Employee commuting	Yes	Yes	No	Yes	No	Yes
Upstream leased assets	No	No	No	No	No	No
Downstream transportation and distribution	Yes	Yes	Yes	Yes	No	No
Processing of sold products	Yes	No	No	Yes	No	No
Use of sold products	No	No	No	No	No	No
End-of-life treatment of sold products	No	No	No	No	No	No
Downstream leased assets	No	No	No	No	No	No
Franchises	No	No	No	No	No	No
Investments	No	No	No	No	No	No

Upstream transportation and distribution has been included under the emissions boundary for our product certification. Downstream transportation and distribution, and processing of sold products are to be included under the emissions boundary for Phyto-Therapy's product certification next reporting period.



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