



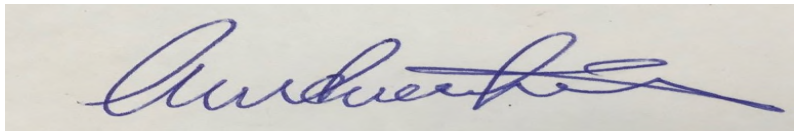
# **PUBLIC DISCLOSURE STATEMENT**

ZETTA PTY LTD

ORGANISATION CERTIFICATION  
CY2021

Australian Government  
**Climate Active**  
**Public Disclosure Statement**



NAME OF CERTIFIED ENTITY	Zetta Pty Ltd
REPORTING PERIOD	Calendar year 1 January 2021 – 31 December 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>Andrew Speirs Chief Financial Officer 13<sup>th</sup> July 2023</p>



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

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Version March 2022. To be used for FY20/21/CY2021 reporting onwards.

# 1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	97 tCO <sub>2</sub> -e
OFFSETS BOUGHT	100% ACCUs
RENEWABLE ELECTRICITY	N/A (location-based method)
TECHNICAL ASSESSMENT	31 August 2022 Alden Kirkpatrick Pangolin Associates Next technical assessment due: CY2024 Assessment
THIRD PARTY VALIDATION	Type 1 10 October 2022 Wali Aziz Walker Wayland NSW, Chartered Accountants

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## 2. CARBON NEUTRAL INFORMATION

### Description of certification

This inventory has been prepared for the calendar year from 1 January 2022 to 31 December 2021 and covers the Australian business operations of Zetta Pty Ltd, ABN 69 106 003 490.

The operational boundary has been defined based on an operational control test, in accordance with the principles of the National Greenhouse and Energy Reporting Act 2007. This includes the following locations and facilities:

- 1, 140 William Street, Perth, 6000 WA.

### Organisation description

Zetta Pty Ltd

100% owned by Parent Company, Zetta Group Limited.

The registered office of the parent company, Zetta Group (Level 11, 108 St George's Terrace, Perth 6000 WA), is not included in the certification.

Zetta are leaders in Modern Work, Security, Cloud and Infrastructure Project and Managed Services.

Our flexible and diverse ICT services remove the hassle of complex enterprise environments and enable you to focus on your strategic objectives.

At Zetta, we seek to understand your existing technical requirements and no matter how complicated, help your organisation navigate towards the needs of tomorrow.

*“Climate change is one of the greatest challenges facing Australia today. Zetta is determined to play our part in addressing climate change by showing our commitment to sustainable business practices and education for our employees. We aim to be leaders in our industry and to demonstrate to our stakeholders our commitment to net zero and beyond.”*

## 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>
Cleaning and Chemicals	N/A	N/A
Climate Active Carbon Neutral Products and Services		
Construction Materials and Services		
Electricity		
ICT services and equipment		
Office equipment & supplies		
Postage, courier and freight		
Products		
Professional Services		
Refrigerants		
Transport (Land and Sea)		
Waste		
Working from home		

## 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

We plan to reduce our total emissions by a minimum of 30% over the next 5 years compared to this base year.

The following table outlines a short to medium term roadmap over a period of 3 years where we will implement strategies to reduce our emissions. The aim of the strategy will be to reduce emissions in the most cost-effective and impactful way. We will meet our targets while remaining within budget.

Focus area	Timeline	Target
<b>Energy and Energy Efficiency</b>		
Sourcing a new office space that uses GreenPower and has energy efficiency measures. Correctly size the office, maximizing use of the space that we require. Minimise in office IT equipment by consolidating wherever possible.	By end of 2022	Reduce office space from 961 sqm by at least 50%
Replacing or remove refrigerators and appliances in the Zetta office with energy efficient alternatives, whilst ensuring the old units are decommissioned by suppliers who will not vent the refrigerant into the atmosphere. (Subject to whole-of-life assessment of operational vs capital impacts)	By end of 2023	Replace all existing refrigerators with efficient alternatives.
Behaviour change education with employees – including optimal loading of fridges, not overfilling kettles, optimising air-conditioning set-points, turning off equipment that is not in use.	2022-2024	Ongoing education of all employees resulting in consistently high standards throughout organisation.
<b>Procurement</b>		
Understanding our suppliers, reaching out to largest suppliers to understand their emissions footprint. Encourage our suppliers to measure and reduce their emissions too.	By end of 2023	Create a register of suppliers based on their carbon footprint, look to optimise relations with best practice organisations.

Reducing IT waste - recycling or donating used IT products.	By end of 2022	Source best practice IT recycler and ensure consistent use.
<b>Employee Commute</b>		
Incentivise sustainable transport options – such as providing salary sacrificing incentives for electric bikes and scooters, and supporting public transport use through SmartRider top-ups.	By end of 2023	Implement a salary sacrifice scheme for electric bikes in the workplace.
Review potential leasing opportunities for electric vehicles.	By end of 2022	Introduce option for salary packaging of electric vehicles for employees.
<b>Employee Engagement</b>		
Undertaking a culture change program to help embed sustainability in all aspects of Zetta, including behaviour change when working from home.	2022-2024	Established awareness program enabling all employees to play their part.
Establish a steering committee for sustainability for efficient and successful roll-out of initiatives.	End of 2022	Minimum of three participants from the company involved in this steering committee.



## 5.EMISSIONS SUMMARY

### Use of Climate Active carbon neutral products and services

The base building (at 140 William St) was certified carbon neutral under the [Cbus Property building portfolio](#).

All paper used is Reflex brand, which is a Climate Active Certified Carbon Neutral Product.

This assessment and Climate Active submission was prepared with the assistance of [Pangolin Associates](#), whose services are carbon neutral.

### 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 <sub>2</sub> -e)	Sum of Scope 2 (tCO <sub>2</sub> -e)	Sum of Scope 3 (tCO <sub>2</sub> -e)	Sum of total emissions (tCO <sub>2</sub> -e)
Electricity	0	34.66	0 *	34.66
ICT services and equipment	0	0	20.88	20.88
Professional Services	0	0	18.08	18.08
Transport (Land and Sea)	0.15	0	12.91	13.06
Working from home	0	0	3.84	3.84
Cleaning and Chemicals	0	0	2.40	2.40
Construction Materials and Services	0	0	1.90	1.90
Products	0	0	0.82	0.82
Waste	0	0	0.59	0.59
Office equipment & supplies	0	0	0.24	0.24
Refrigerants	0.09	0	0	0.09
Postage, courier and freight	0	0	0.02	0.02
Climate Active Carbon Neutral Products and Services	0	0	0	0
<b>Total</b>	<b>0.24</b>	<b>34.66</b>	<b>61.69</b>	<b>96.58</b>

\* The Climate Active electricity calculator aggregates scope 2 and 3 emissions, the correct split is 34.15 tCO<sub>2</sub>-e scope 2, and 0.51 tCO<sub>2</sub>-e scope 3.

## 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 <sub>2</sub> -e
N/A	0
Total of all uplift factors	0
<b>Total footprint to offset</b> <i>(total net emissions from summary table + total uplifts)</i>	<b>96.58</b>

## 6. CARBON OFFSETS

### Offsets retirement approach

#### In arrears

1.	Total emissions footprint to offset for this report	97
2.	Total eligible offsets purchased and retired for this report	97
3.	Total eligible offsets banked to use toward next year's report	0

### Co-benefits

#### Karlantijpa North Savanna Burning project, Australia

Aboriginal carbon farming projects are lead and managed by Aboriginal ranger groups and Traditional Owners, and provide core benefits to community. These benefits resonate with today's generation and provide pathways for inter-generational learning, connection to country and wealth generation. The carbon farming projects and initiatives provide a sustainable business model, which extends land management and conservation work and provides core benefits in a range of areas. This includes social, cultural, environmental, economic, health and political self-determination. Such as:

- increased community harmony, through enhanced relationships and reduction of drug and alcohol abuse,
- increased opportunities for women to participate and benefit from the project,
- education of children by Elders in traditional knowledge, especially caring for country,
- increased retention of language and identity, recovery of biodiversity through the protection of native species of flora and fauna,
- secure employment for people living in remote communities,
- development of income generation projects
- improved spiritual wellbeing through the regular completion of cultural obligations to country
- increased management of tourists visiting country and reduction of their impacts, and Achievement of Sustainable Development Goals at local and national levels between others.

## Eligible offsets retirement summary

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	Stapled quantity	Eligible quantity (tCO <sub>2</sub> -e)	Eligible quantity used for previous reporting periods	Eligible quantity banked for future reporting periods	Eligible quantity used for this reporting period	Percentage of total (%)
Karlantijpa North Savanna Burning project	ACCUs	ANREU	12 Oct 2022	<u>8,333,298,164 – 8,333,298,260</u>	2021-22	0	97	0	0	97	100%
Total offsets retired this report and used in this report										97	
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			
	Australian Carbon Credit Units (ACCUs)			97				100%			

ANREU

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Transaction Details

Transaction details appear below.

Transaction Successfully Approved

Transaction ID

Current Status

Status Date

Transaction Type

Transaction Initiator

Transaction Approver

Comment

Transferring Account

Account Number

Account Name

Account Holder

Acquiring Account

Account Number

Account Name

Account Holder

Transaction Blocks

Party	Type	Transaction Type	Original CP	Current CP	ERF Project ID	NGER Facility ID	NGER Facility Name	Safeguard	Kyoto Project #	Vintage	Expiry Date	Serial Range	Quantity
AU	KACCU	Voluntary ACCU Cancellation			ERF104800					2021-22		8,333,298,164 - 8,333,298,260	97

Transaction Status History

Status Date	Status Code
12/10/2022 12:58:23 (AEDT)	Completed (4)

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11:29 AM 10/12/2022

## 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.

<b>1. Large-scale Generation certificates (LGCs)*</b>	0
<b>2. Other RECs</b>	0

\* 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
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total LGCs surrendered this report and used in this report</b>							0		

## APPENDIX A: ADDITIONAL INFORMATION

N/A

## 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 <sub>2</sub> e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0
<b>Total non-grid electricity</b>	<b>0</b>	<b>0</b>	<b>0</b>
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)	9,450	0	19%
Residual Electricity	41,519	41,285	0
<b>Total grid electricity</b>	<b>50,969</b>	<b>41,285</b>	<b>19%</b>
<b>Total Electricity Consumed (grid + non grid)</b>	<b>50,969</b>	<b>41,285</b>	<b>19%</b>
Electricity renewables	9,450	0	
Residual Electricity	41,519	41,285	
<b>Exported on-site generated electricity</b>	<b>0</b>	<b>0</b>	
Emissions (kgCO <sub>2</sub> e)		41,285	
<b>Total renewables (grid and non-grid)</b>	<b>18.54%</b>		
<b>Mandatory</b>	<b>18.54%</b>		
<b>Voluntary</b>	<b>0%</b>		
<b>Behind the meter</b>	<b>0%</b>		
<b>Residual Electricity Emission Footprint (TCO<sub>2</sub>e)</b>	<b>41</b>		
<i>Figures may not sum due to rounding. Renewable percentage can be above 100%</i>			



## Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO <sub>2</sub> e)	Scope 3 Emissions (kgCO <sub>2</sub> e)
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	50,969	34,149	510
Tas	0	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>50,969</b>	<b>34,149</b>	<b>510</b>
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
<b>Non-grid electricity (Behind the meter)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Electricity Consumed</b>	<b>50,969</b>	<b>34,149</b>	<b>510</b>
<b>Emission Footprint (TCO<sub>2</sub>e)</b>	<b>35</b>		
<i>Scope 2 Emissions (TCO<sub>2</sub>e)</i>	34		
<i>Scope 3 Emissions (TCO<sub>2</sub>e)</i>	1		

## Climate Active Carbon Neutral Electricity summary

Carbon Neutral electricity offset by Climate Active Service	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> e)
Base building at 140 William St, Perth (under the <a href="#">Cbus Property building portfolio</a> )	30,181	0
Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their Building 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
N/A	N/A	N/A	N/A	N/A

## 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?
N/A	N/A	N/A	N/A	N/A	N/A	N/A



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