

PUBLIC DISCLOSURE STATEMENT

ENERGYLINK SERVICES PTY LTD

ORGANISATION CERTIFICATION CY2022

Australian Government

Climate Active Public Disclosure Statement





An Australian Government Initiative



| NAME OF CERTIFIED ENTITY | EnergyLink Services Pty Ltd | | | | | |
|--------------------------|---|--|--|--|--|--|
| REPORTING PERIOD | Calendar year 1 January 2022 – 31 December 2022 Arrears report | | | | | |
| 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. | | | | | |
| | Philip Link Managing Director 11 September 2023 | | | | | |



Australian Government

Department of Climate Change, Energy, the Environment and Water

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Version March 2023.



1.CERTIFICATION SUMMARY

| TOTAL EMISSIONS OFFSET | 71 tCO ₂ -e |
|------------------------|--|
| OFFSETS USED | 100% CERs |
| RENEWABLE ELECTRICITY | 10.28% |
| CARBON ACCOUNT | Prepared by: EnergyLink Services |
| TECHNICAL ASSESSMENT | 4 October 2022 EnergyLink Services Next technical assessment due: CY2024 reporting |

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2. CARBON NEUTRAL INFORMATION

Description of certification

The organisation certification encompasses the Australian business operations of EnergyLink Services Pty Ltd (EnergyLink Services), ABN 19 624 394 485.

EnergyLink Services also holds a service certification, details of which can be found on the Climate Active website: <u>https://www.climateactive.org.au/buy-climate-active/certified-members/energylink-services</u>. The attributable processes from the service certification overlap fully with the emission sources of this organisation certification.

Organisation description

Founded in 2018, EnergyLink Services Pty Ltd (ABN 19 624 394 485) is a multi-disciplinary consulting firm and project developer with specialist expertise in renewable energy, energy efficiency and carbon management. We have demonstrated experience providing tailored advisory and assurance services to corporations and government bodies across the energy and sustainability sectors.

We have completed numerous advisory and assurance engagements related to carbon neutral certifications under the Climate Active program, National Greenhouse and Energy Reporting (NGER), the Emissions Reduction Fund (ERF), energy management, procurement and renewable energy feasibility assessments for a suite of industries and across multiple sectors.

With numerous in-house certified Climate Active registered consultants, EnergyLink Services has extensive experience in assisting business across Australia in becoming certified carbon neutral through the Climate Active Program. As a result of this, we have taken the decision to lead by example and become carbon neutral ourselves.

EnergyLink Services' offices are based in Sydney and does not have any subsidiaries.



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 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> | Non-quantified | Excluded |
| Accommodation | Water | Refrigerants |
| Cleaning and Chemicals | | |
| Climate Active Carbon Neutral Products and Services | | |
| Electricity | | |
| Food | | |
| ICT services and equipment | | |
| Office equipment & supplies | | |
| Postage, courier and freight | | |
| Professional Services | | |
| Transport (Air) | | |
| Transport (Land and Sea) | | |
| Waste | Optionally included | |
| Working from home | N/A | |
| | | |
| | | |



4.EMISSIONS REDUCTIONS

Emissions reduction strategy

EnergyLink Services emissions are not dominated by a single emission source so reductions in emissions must be considered holistically across all activities completed. Given EnergyLink Services is a growing business, it is likely that absolute emissions will increase as our head count grows. Accordingly, EnergyLink Services is committed to reducing emissions per staff member (shown by emissions over time) of 50% by 2025, based on the 2021 base year.

This reduction will be achieved by the following:

Scope 1 emissions:

• Prioritising public transport, ethanol blended fuels, hybrids and electric vehicles for staff travel where available.

Scope 2 emissions:

- Continue procuring carbon neutral electricity.
- Ensuring office spaces occupied are equipped with LED lighting, managing HVAC temperature set points and prioritising natural ventilation where available.

Scope 3 emissions:

- Implement green procurement policies to govern the following:
 - o Encouraging staff to take less emissions intensive modes of transport when commuting.
 - Utilise video conferencing to reduce air travel requirements.
 - o Managing waste effectively to increase quantity of waste diverted for recycling.
 - Engaging with professional services providers to encourage uptake of Climate Active Carbon Neutral service certifications by contractors.
 - Procurement of carbon neutral products where possible.

Emissions reduction actions

In CY2022 EnergyLink Services experienced an increase in emissions compared to CY2021 due to the business growing and an increase in staff numbers. Furthermore, the ending of the COVID-19 pandemic meant that the business resumed more normal operations. Emissions reduction activities are being considered on an on-going basis as described above and specifically, since moving to a new location in late 2021, we have committed to procuring Climate Active carbon neutral electricity for our office space. EnergyLink Services will continue procuring this carbon neutral electricity moving forward as well as facilitating work from home arrangements to reduce Scope 3 emissions associated with staff commuting.



5. EMISSIONS SUMMARY

Emissions over time

EnergyLink Services emissions have increased from CY2021 to CY2022 due to increased electricity consumption, change of office building and travel due to COVID-19 restrictions being lifted. In addition, EnergyLink Services' growth resulted in increased staff numbers and associated expenditures.

| Emissions since base year | | | | | | | |
|---------------------------|--------|--|---|--|--|--|--|
| | | Total tCO ₂ -e (without uplift) | Total tCO ₂ -e (with uplift) | | | | |
| Base year/Year 1: | CY2019 | 47.65 | 50.27 | | | | |
| Year 2: | CY2020 | 32.49 | 34.12 | | | | |
| Year 3: | CY2021 | 51.79 | 52.31 | | | | |
| Year 4: | CY2022 | 69.90 | 70.60 | | | | |
| Emissions per FTE | | | | | | | |
| | | | Total tCO ₂ -e (with uplift) | | | | |
| Base year/Year 1: | CY2019 | | 10.05 | | | | |
| Year 2: | CY2020 | | 5.99 | | | | |
| Year 3: | CY2021 | | 7.48 | | | | |
| Year 4: | CY2022 | | 9.09 | | | | |

Significant changes in emissions

| Emission source name | Previous year emissions (t CO ₂ -e) | Current year emissions (t CO ₂ -e) | Detailed reason for change |
|--|--|---|---|
| Electronic office equipment | 6.90 | 16.40 | New purchases of electronic equipment (computer, etc.) due to increase in the number of employees |
| Technical services | 18.26 | 10.49 | Decrease of third-party contractor procurement |
| Short economy class flights (>400km, ≤3,700km) | 0.12 | 8.04 | Increase of travel due to improvement of COVID-19 situation |
| Medium Car: unknown fuel | 3.97 | 8.57 | Increase of travel due to improvement of COVID-19 situation |

Use of Climate Active carbon neutral products, services, buildings or precincts

| Certified brand name | Product used |
|----------------------|--------------|
| Simply Energy | Electricity |



Emissions summary

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

| Emission category | Sum of scope 1 (tCO ₂ -e) | Sum of scope 2 (tCO₂-e) | Sum of scope 3 (tCO ₂ -e) | Sum of total emissions (t CO ₂ -e) |
|--|--|-------------------------------|--|---|
| Accommodation and facilities | - | - | 0.60 | 0.60 |
| Cleaning and Chemicals | - | - | 0.72 | 0.72 |
| Climate Active carbon neutral products and services | - | - | - | - |
| Construction Materials and Services | - | - | - | - |
| Electricity | - | 4.95 | 0.66 | 5.61 |
| Food | - | - | 2.11 | 2.11 |
| Horticulture and Agriculture | - | - | - | - |
| ICT services and equipment | - | - | 1.02 | 1.02 |
| Machinery and vehicles | - | - | - | - |
| Office equipment & supplies | - | - | 16.51 | 16.51 |
| Postage, courier and freight | - | - | 0.09 | 0.09 |
| Products | - | - | - | - |
| Professional Services | - | - | 22.30 | 22.30 |
| Refrigerants | - | - | - | - |
| Roads and landscape | - | - | - | - |
| Stationary Energy (gaseous fuels) | - | - | - | - |
| Stationary Energy (liquid fuels) | - | - | - | - |
| Stationary Energy (solid fuels) | - | - | - | - |
| Transport (Air) | - | - | 8.04 | 8.04 |
| Transport (Land and Sea) | - | - | 11.58 | 11.58 |
| Waste | - | - | 1.21 | 1.21 |
| Water | - | - | - | - |
| Working from home | - | - | 0.11 | 0.11 |
| Total emissions | - | 4.95 | 64.95 | 69.90 |



Uplift factors

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

| Reason for uplift factor | tCO2-e |
|---|--------|
| 1% uplift for water consumption | 0.70 |
| Total of all uplift factors | 0.70 |
| Total emissions footprint to offset (total emissions from summary table + total of all uplift factors) | 70.60 |



6.CARBON OFFSETS

Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emissions required to be offset in this reporting year equate to 71 t CO_2 -e, therefore 71 eligible offsets have been retired. Of the total eligible offsets used, 47 were previously banked and 100 were newly purchased and retired. 76 remain and have been banked for future use.

Co-benefits

All offsets that have been acquired and surrendered are from the RIPPLE Africa cook stove project in Nkhata Bay District, Malawi. The project is run by RIPPLE Africa (a charity from the UK) and involves the installation of low cost, high efficiency wood fired cook stoves specially designed for local conditions. RIPPLE has so far replaced about 40,000 traditional three-stone cooking fires with fuel efficient cook stoves and the project therefore benefits approximately 200,000 people. Significant additional benefits arise from the project since the traditional three-stone fires:

- Consume a huge amount of wood resulting in major deforestation. It also takes a lot of time to collect all this wood. This time can be spent on education and other activities.
- Produce lots of smoke and so cause health problems such and lung cancer and child pneumonia. This mostly affects women and children.
- Are unsafe for children.

RIPPLE Africa has made this fuel-efficient cook stove a way of life and has significantly reduced Malawi's greenhouse gas emissions and can be seen in RIPPLE's <u>video</u>.

RIPPLE Africa will use the funds from the sale of the credits to expand the project and support other RIPPLE Africa activities such as fish conservation, tree planting, forest conservation, education and health care services. RIPPLE Africa wants to expand the project so that 500,000 people will benefit from this fuelefficient cook stove. All RIPPLE's activities address various Sustainable Development Goals (SDGs). The cook stove project alone addresses the following SDGs:





| | | | , , | | | |
|-----------------------|-----------|------------|--------------|--------------------|---------|--|
| Offsets retired for (| Climate A | ctive Carb | on Neutral C | Certification | | |
| Project description | Туре | Registry | Date | Serial number (and | Vintage | |

Eligible offsets retirement summary

| Offsets retired 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 retired (tCO ₂ -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 (%) |
| Improved Cook Stove Project 2, Nkhata Bay District, Malawi | CER | CDM | 30 May 2023 | <u>MW-5-198086-2-2-0-</u> <u>9935 to MW-5-198185-2-</u> <u>2-0-9935</u> | CP2 | - | 100 | 0 | 76 | 24 | 34% |
| Improved Cook Stove Project 2, Nkhata Bay District, Malawi | CER | CDM | 29 June 2022 | <u>MW-5-173369-2-2-0-</u> 9935 to MW-5- 173468- 2-2-0-9935 | CP2 | - | 100 | 53 | 0 | 47 | 66% |
| Total eligible offsets retired and used for this report | | | | | | | | 71 | | | |
| Total eligible offsets retired this report and banked for use in future reports 76 | | | | | | | | | | | |

| Type of offset units | Eligible quantity (used for this reporting period) | Percentage of total |
|--------------------------------------|--|---------------------|
| Certified Emission Reductions (CERs) | 71 | 100% |



7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A



APPENDIX A: ADDITIONAL INFORMATION

Not applicable.



APPENDIX B: ELECTRICITY SUMMARY

There are two international best-practice methods for calculating electricity emissions – the location-based method and the market-based method. Reporting electricity emissions under both methods is called dual reporting.

Dual reporting of electricity emissions is useful, as it provides different perspectives of the emissions associated with a business's electricity usage.

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.

For this certification, electricity emissions have been set by using the market-based approach.



| Market-based approach summary | | | | | |
|--|------------------------|--------------------------------------|-------------------------------------|--|--|
| Market-based approach | Activity Data (kWh) | Emissions (kg CO ₂ -e) | Renewable percentage of total | | |
| Behind the meter consumption of electricity generated | - | - | 0% | | |
| Total non-grid electricity | - | - | 0% | | |
| LGC Purchased and retired (kWh) (including PPAs) | - | - | 0% | | |
| GreenPower | - | - | 0% | | |
| Climate Active precinct/building (voluntary renewables) | - | - | 0% | | |
| Precinct/Building (LRET) | - | - | 0% | | |
| Precinct/Building jurisdictional renewables (LGCS surrendered) | - | - | 0% | | |
| Electricity products (voluntary renewables) | - | - | 0% | | |
| Electricity products (LRET) | - | - | 0% | | |
| Electricity products jurisdictional renewables (LGCs surrendered) | - | - | 0% | | |
| Jurisdictional renewables (LGCs surrendered) | - | - | 0% | | |
| Jurisdictional renewables (LRET) (applied to ACT grid electricity) | - | - | 0% | | |
| Large Scale Renewable Energy Target (applied to grid electricity only) | 1,345 | - | 10% | | |
| Residual Electricity | 11,744 | 11,216 | 0% | | |
| Total renewable electricity (grid + non grid) | 1,345 | 0 | 10% | | |
| Total grid electricity | 13,090 | 11,216 | 10% | | |
| Total electricity (grid + non grid) | 13,090 | 11,216 | 10% | | |
| Percentage of residual electricity consumption under operational control | 100% | | | | |
| Residual electricity consumption under operational control | 11,744 | 11,216 | | | |
| Scope 2 | 10,372 | 9,905 | | | |
| Scope 3 (includes T&D emissions from consumption under operational control) | 1,373 | 1,311 | | | |
| Residual electricity consumption not under operational control | - | - | | | |
| Scope 3 | - | - | | | |

| Total renewables (grid and non-grid) | 10.28% |
|---|--------|
| Mandatory | 10.28% |
| Voluntary | 0.00% |
| Behind the meter | 0.00% |
| Residual scope 2 emissions (t CO ₂ -e) | 9.90 |
| Residual scope 3 emissions (t CO ₂ -e) | 1.31 |
| Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e) | 4.95 |
| Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO ₂ -e) | 0.66 |
| Total emissions liability (t CO ₂ -e) | 5.61 |
| Figures may not sum due to rounding. Penewable percentage can be above 100% | |

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



| Location-based approach summary | | | | | | |
|---|------------------------------------|--|--|--|--------------------------|--|
| Location-based approach | Activity Data (kWh) total | ctivity Data (kWh) Under operational control total | | | ot under onal control | |
| Percentage of grid electricity consumption under operational control | 100% | (kWh) | Scope 2 Emissions (kgCO ₂ -e) | Scope 3 Emissions (kgCO ₂ -e) | (kWh) | Scope 3 Emissions (kgCO ₂ -e) |
| NSW | 13,090 | 13,090 | 9,555 | 785 | - | - |
| Grid electricity (scope 2 and 3) | 13,090 | 13,090 | 9,555 | 785 | - | - |
| NSW | - | - | - | - | | |
| Non-grid electricity (behind the meter) | - | - | - | - | | |
| Total electricity (grid + non grid) | 13,090 | | | | | |

| Residual scope 2 emissions (t CO ₂ -e) | 9.56 |
|--|------|
| Residual scope 3 emissions (t CO ₂ -e) | 0.79 |
| Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e) | 5.27 |
| Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e) | 0.43 |
| Total emissions liability | 5.70 |

Operations in Climate Active buildings and precincts

| | U | | |
|----------------------------------|--|---|--|
| Ор | erations in Climate Active buildings and precincts | Electricity consumed in | Emissions |
| | | building/precipct (kWb) | (kg CO ₂ -e) |
| | | bullding/precinct (kwii) | |
| N/A | ι. | 0 | 0 |
| Clii and inc ren sui | nate Active carbon neutral electricity is not renewable ele other Climate Active member through their building or pre luded in the market based and location based summary t ewable electricity by the building/precinct under the mark nmary table. | ectricity. These electricity emissions cinct certification. This electricity co ables. Any electricity that has been tet based method is outlined as suc | have been offset by onsumption is also sourced as h in the market based |

Climate Active carbon neutral electricity products

| Climate Active carbon neutral product used | Electricity claimed from Climate Active electricity products (kWh) | Emissions (kg CO₂-e) | | |
|--|---|-------------------------|--|--|
| Simply Energy | 5,872.91 | 0 | | |
| Climate Active carbon neutral electricity is not renewable electricity. These electricity emissions have been offset by another Climate Active member through their electricity product certification. This electricity consumption is also included in the market based and location-based summary tables. Any electricity that has been sourced as renewable electricity by the electricity product under the market-based method is outlined as such in the market based summary table. | | | | |



APPENDIX C: INSIDE EMISSIONS BOUNDARY

Non-quantified emission sources

The following emissions sources have been assessed as relevant, are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. They have been non-quantified due to <u>one</u> of the following reasons:

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

| Relevant non-quantified emission sources | Justification reason |
|--|-------------------------------------|
| Water | Cost effective (but uplift applied) |

Data management plan for non-quantified sources

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



APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

Excluded emission sources

The below emission sources have been assessed as not relevant to this organisation'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. <u>Size</u> The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions.
- 2. <u>Influence</u> The responsible entity has the potential to influence the reduction of emissions from a particular source.
- 3. <u>**Risk**</u> The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.
- 4. **<u>Stakeholders</u>** Key stakeholders deem the emissions from a particular source are relevant.
- <u>Outsourcing</u> 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.



Excluded emissions sources summary

| Emission sources tested for relevance | Size | Influence | Risk | Stakeholders | Outsourcing | Justification |
|--|------|-----------|------|--------------|-------------|---|
| Refrigerants | Ν | N | N | N | N | We do not use refrigerants as tenanted spaces are shared and are not owned or operated by EnergyLink Services. As such, it has not been included in PDS or carbon inventory |







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