



# **PUBLIC DISCLOSURE STATEMENT**


ZETTA PTY LTD (TRADING AS ZETTA)

ORGANISATION CERTIFICATION  
CY2022

Australian Government

# Climate Active Public Disclosure Statement



NAME OF CERTIFIED ENTITY	Zetta Pty Ltd
REPORTING PERIOD	1 January 2022 – 31 December 2022 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 CFO 6<sup>th</sup> October 2023</p>



Australian Government  
Department of Climate Change, Energy,  
the Environment and Water

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Version March 2023.

# 1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	92 tCO <sub>2</sub> -e
OFFSETS USED	100% ACCUs
RENEWABLE ELECTRICITY	N/A
CARBON ACCOUNT	Prepared by: <u>Pangolin Associates Pty Ltd.</u>
TECHNICAL ASSESSMENT	Next technical assessment due: CY2024

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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 2022 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. (this office was vacated on 31/05/2022)
- 11/108 St Georges Street, Perth, 6000 WA. (This office was in use on 1/07/2022)

The methods used for collating data, performing calculations, and presenting the carbon account are in accordance with the following standards:

- Climate Active Carbon Neutral Standard for Organisations
- The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)
- National Greenhouse and Energy Reporting (Measurement) Determination 2008.

### Organisation description

Zetta Pty Ltd

100% owned by Parent Company, Zetta Group Limited.

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 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

### Quantified

Accommodation and facilities  
Cleaning and Chemicals  
Climate Active Carbon  
Neutral Products and  
Services  
Construction Materials and  
Services  
Electricity  
Food  
ICT services and equipment  
Office equipment & supplies  
Postage, courier and freight  
Products  
Professional Services  
Refrigerants  
Stationary Energy (gaseous  
fuels)  
Transport (Air)  
Transport (Land and Sea)  
Waste  
Water  
Working from home

### Non-quantified

N/A

## Outside emission boundary

### Excluded

N/A

## 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 CY2021 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	Progression
<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%	We moved to 108 St George's Terrace. This has reduced our office space but unfortunately has a lower NABERS rating than the previous tenancy.
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.	We have reduced our refrigerator use as part of our office move. We now have one more efficient fridge in the kitchen, a fridge for cold drinks in the stationary area and have stopped using the old double fridge and small boardroom fridge.
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.	2022-2027	Ongoing education of all employees resulting in consistently high standards throughout organisation.	Education so far includes use of various bins in office and publicity around CEO's plastic free July.
<b>Procurement</b>			
Understanding our suppliers, reaching out to largest suppliers to understand their emissions footprint. Encourage our suppliers to measure	By end of 2024	Create a register of suppliers based on their carbon footprint, look to optimise	Not started – will review in next six months.

and reduce their emissions too.		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.	We recycled all our old IT equipment when we moved office and will continue to use the identified vendor for any future recycling.  Recycle-IT are the company.
<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.	This will be implemented by end of 2023.
Review potential leasing opportunities for electric vehicles.	By end of 2023	Introduce option for salary packaging of electric vehicles for employees.	This was introduced in early 2023.
<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.	2022-2027	Established awareness program enabling all employees to play their part.	Only minimal progress so far, to be reviewed and invigorated in the months ahead.
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.	Yes, established.  Keith  Agata  Andrew



## **Emissions reduction actions**

The following actions have been actioned within the CY2022 reporting period.

1. Reduced office size through relocation to St George Street
2. Offered salary sacrifice for electric vehicles to the workforce.
3. Reduced our refrigerators in use at new office

## 5.EMISSIONS SUMMARY

### Emissions over time

		Emissions since base year	
		Total tCO <sub>2</sub> -e (without uplift)	Total tCO <sub>2</sub> -e (with uplift)
Base year/ Year 1:	2021	96.58	96.58
Year 2:	2022	91.69	91.69

### Significant changes in emissions

N/A

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

Certified brand name	Product/Service/Building/Precinct used
1/ 140 William Street, Perth, 6000 WA	Building
Pangolin Associates	Service

## 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 (t CO <sub>2</sub> -e)
Accommodation and facilities	0.00	0.00	0.14	0.14
Cleaning and Chemicals	0.00	0.00	0.25	0.25
Climate Active Carbon Neutral Products and Services	0.00	0.00	0.00	0.00
Construction Materials and Services	0.00	0.00	0.10	0.10
Electricity	0.00	6.28	3.26	9.54
Food	0.00	0.00	1.47	1.47
ICT services and equipment	0.00	0.00	22.45	22.45
Office equipment & supplies	0.00	0.00	1.19	1.19
Postage, courier and freight	0.00	0.00	1.71	1.71
Products	0.00	0.00	1.13	1.13
Professional Services	0.00	0.00	17.54	17.54
Refrigerants	8.96	0.00	0.00	8.96
Stationary Energy (gaseous fuels)	0.20	0.00	0.02	0.21
Transport (Air)	0.00	0.00	1.12	1.12
Transport (Land and Sea)	0.44	0.00	18.84	19.28
Waste	0.00	0.00	0.03	0.03
Water	0.00	0.00	0.02	0.02
Working from home	0.00	0.00	6.54	6.54
<b>Total emissions</b>	<b>9.60</b>	<b>6.28</b>	<b>75.81</b>	<b>91.69</b>

## Uplift factors

N/A.

## 6. CARBON OFFSETS

### Offsets retirement approach

This certification has taken an in-arrears offsetting approach. The total emission to offset is 92 t CO<sub>2</sub>-e. The total number of eligible offsets used in this report is 92. Of the total eligible offsets used, 0 were previously banked and 100 were newly purchased and retired. 8 are remaining and have been banked for future use.

### Co-benefits

Aboriginal carbon farming projects, are lead and managed by Aboriginal ranger groups and Traditional Owners, 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 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 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 <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	ACCU	Australian National Registry of Emissions Units	02/10/2023	8,333,299,697 - 8.333.299.796	2021-22	0	100	0	8	92	100%
Total eligible offsets retired and used for this report										92	
Total eligible offsets retired this report and banked for use in future reports									8		
	Type of offset units			Eligible quantity (used for this reporting period)				Percentage of total			
	Australian Carbon Credit Units (ACCUs)			92				100%			

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### Renewable Energy Certificate (REC) summary

N/A.

# APPENDIX A: ADDITIONAL INFORMATION

ACCU retirement receipts below.

The screenshot displays the ANREU website interface. The top navigation bar includes links for 'Change Password', 'Contact Us', 'Log Out', and 'Help'. The main header identifies the 'Australian Government Clean Energy Regulator' and the 'Australian National Registry of Emissions Units'. A sidebar on the left provides navigation options: 'ANREU Home', 'Account Holders', 'Accounts', 'Unit Position Summary', 'Projects', 'Transaction Log', 'CER Notifications', 'Public Reports', and 'My Profile'. The user is logged in as 'Rowan Foley / Industry User'.

The 'Transaction Details' section shows a 'Transaction Successfully Approved' status. The transaction details are as follows:

- Transaction ID:** AU30007
- Current Status:** Completed (4)
- Status Date:** 02/10/2023 17:02:06 (AEDT) and 02/10/2023 06:02:06 (GMT)
- Transaction Type:** Cancellation (4)
- Transaction Initiator:** Foley, Rowan Paul Bulmer
- Transaction Approver:** Foley, Rowan Paul Bulmer
- Comment:** Retired by Aboriginal Carbon Foundation on behalf of Zetta Pty Ltd for their CY2022 and CY2023 Climate Active certifications

The 'Transferring Account' and 'Acquiring Account' details are provided below:

Transferring Account		Acquiring Account	
Account Number	AU-2798	Account Number	AU-1068
Account Name	Aboriginal Carbon Fund Limited	Account Name	Australia Voluntary Cancellation Account
Account Holder	Aboriginal Carbon Fund Limited	Account Holder	Commonwealth of Australia

The 'Transaction Blocks' table shows the following data:

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		8,333,299,697 - 8,333,299,796	100

The 'Transaction Status History' section is partially visible at the bottom of the page.



ABORIGINAL  
CARBON FOUNDATION

## COMMUNITY CREDITS CERTIFICATE

This is to certify that

**Zetta**

AbCF have retired 100 Aboriginal generated Australian Carbon Credit Units  
with environmental, social and cultural core benefits from the

***Karlantjpa North Savanna Burning Project***

By purchasing Community Credits Zetta have  
invested in a carbon farming project that supports rangers and Traditional Owners manage  
country; taken action on climate change; and strengthened the Australian economy.

***Thank You***





## 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 **location-based approach**

Market Based Approach Summary			
Market Based Approach	Activity Data (kWh)	Emissions (kg CO2-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)	0	0	0%
GreenPower	0	0	0%
Climate Active precinct/building (voluntary renewables)	0	0	0%
Precinct/Building (LRET)	0	0	0%
Precinct/Building jurisdictional renewables (LGCs surrendered)	0	0	0%
Electricity products (voluntary renewables)	0	0	0%
Electricity products (LRET)	0	0	0%
Electricity products jurisdictional renewables (LGCs surrendered)	0	0	0%
Jurisdictional renewables (LGCs surrendered)	0	0	0%
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0%
Large Scale Renewable Energy Target (applied to grid electricity only)	3,234	0	11%
Residual Electricity	25,401	24,258	0%
<b>Total renewable electricity (grid + non grid)</b>	<b>3,234</b>	<b>0</b>	<b>11%</b>
<b>Total grid electricity</b>	<b>28,635</b>	<b>24,258</b>	<b>11%</b>
<b>Total electricity (grid + non grid)</b>	<b>28,635</b>	<b>24,258</b>	<b>11%</b>
Percentage of residual electricity consumption under operational control	100%		
<b>Residual electricity consumption under operational control</b>	<b>25,401</b>	<b>24,258</b>	
Scope 2	22,432	21,423	
Scope 3 (includes T&D emissions from consumption under operational control)	2,969	2,835	
<b>Residual electricity consumption not under operational control</b>	<b>0</b>	<b>0</b>	
Scope 3	0	0	.

<b>Total renewables (grid and non-grid)</b>	<b>11.29%</b>
<b>Mandatory</b>	<b>11.29%</b>
<b>Voluntary</b>	<b>0.00%</b>
<b>Behind the meter</b>	<b>0.00%</b>
<b>Residual scope 2 emissions (t CO2-e)</b>	<b>21.42</b>
<b>Residual scope 3 emissions (t CO2-e)</b>	<b>2.84</b>
<b>Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)</b>	<b>11.90</b>
<b>Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO2-e)</b>	<b>1.58</b>
<b>Total emissions liability (t CO2-e)</b>	<b>13.48</b>

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

Location-based approach summary						
Location-based approach	Activity Data (kWh) total	Under operational control			Not under operational control	
Percentage of grid electricity consumption under operational control	100%	(kWh)	Scope 2 Emissions (kgCO <sub>2</sub> -e)	Scope 3 Emissions (kgCO <sub>2</sub> -e)	(kWh)	Scope 3 Emissions (kgCO <sub>2</sub> -e)
ACT	0	0	0	0	0	0
NSW	0	0	0	0	0	0
SA	0	0	0	0	0	0
VIC	0	0	0	0	0	0
QLD	0	0	0	0	0	0
NT	0	0	0	0	0	0
WA	28,635	28,635	14,604	1,145	0	0
TAS	0	0	0	0	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>28,635</b>	<b>28,635</b>	<b>14,604</b>	<b>1,145</b>	<b>0</b>	<b>0</b>
ACT	0	0	0	0		
NSW	0	0	0	0		
SA	0	0	0	0		
VIC	0	0	0	0		
QLD	0	0	0	0		
NT	0	0	0	0		
WA	0	0	0	0		
TAS	0	0	0	0		
<b>Non-grid electricity (behind the meter)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Total electricity (grid + non grid)</b>	<b>28,635</b>					

Residual scope 2 emissions (t CO <sub>2</sub> -e)	14.60
Residual scope 3 emissions (t CO <sub>2</sub> -e)	1.15
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	8.85
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO <sub>2</sub> -e)	0.69
<b>Total emissions liability</b>	<b>9.54</b>

### Operations in Climate Active buildings and precincts

Operations in Climate Active buildings and precincts	Electricity consumed in Climate Active certified building/precinct (kWh)	Emissions (kg CO <sub>2</sub> -e)
1/140 Williams St, Perth	11,287	0
Climate Active carbon neutral electricity is not renewable electricity. These electricity emissions have been offset by another Climate Active member through their building or precinct 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 building/precinct 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 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	Justification reason
N/A	

### 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. **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.

# Excluded emissions sources summary

Emission sources tested for relevance	Size	Influence	Risk	Stakeholders	Outsourcing	Justification
N/A						



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