

# National Carbon Offset Standard Carbon Neutral Program Public Disclosure Summary



An Australian Government Initiative

Jardan Australia Pty Ltd

Report Period: 1st July 2015 to 30th June 2016

First Carbon Neutral Period: 2012-13

## Declaration

To the best of my knowledge, the information provided in this Public Disclosure Summary is true and correct and meets the requirements of the National Carbon Offset Standard Carbon Neutral Program.

Michael Garnham	
Managing Director	3 <sup>rd</sup> February 2017

Type of carbon neutral certification: organisation
Date of most recent external verification/audit: 27 <sup>th</sup> October 2015
Auditor: Evan Stamatou
Auditor assurance statement link: <a href="http://www.jardan.com.au/wp/wp-content/uploads/Jardan-FY-15-Independent-Audit-Statement.pdf">http://www.jardan.com.au/wp/wp-content/uploads/Jardan-FY-15-Independent-Audit-Statement.pdf</a>



**Australian Government**  
**Department of the Environment and Energy**

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# 1. Carbon neutral information

Jordan is dedicated to sustainability. This is founded in a passion for premium, Australian made furniture that incorporates environmental, social and economic considerations throughout the total product lifecycle. Employing the philosophy of making small, meaningful changes every day, we aim to create big impact over time. We believe in making locally, acting mindfully and minimising all waste and by-product. It's about taking responsibility.

Jordan is widely recognised for its sustainability credentials and enjoy a position as an employer of choice for many working in the sector. Resource efficiency and sustainable business practices are core business at Jordan.

Jordan successfully maintained its ISO14001 certification in 2015-16, which provides an overarching framework for the organisation's environment management systems. The organisation is one of very few to have obtained Chain of Custody from two of the world's leading organisations in this field, the Forest Stewardship Council (FSC®) and Programme for the Endorsement of Forest Certification (PEFC™). This provides assurance that Jordan's wood based products are handled and manufactured under strict regulations that support responsible forest management.

A lot of Jordan's range is certified to Good Environmental Choice Australia (GECA) Level A ensuring our products meet high environmental standards including low emissions of Volatile Organic Compounds (VOCs) and formaldehydes, allowing our furniture to meet the requirements at the highest level for Green Building Council Greenstar projects.

Jordan's approach to carbon management is aligned with the best practice emission reductions principles. Jordan has been certified under NCOS since 2012-13 and enjoys the honour of being Australia's first and only carbon neutral furniture manufacturer. The organisation has invested in a number of key emission reduction initiatives in the past twelve months (detailed in Section 2) including on-site renewable energy generation and cutting edge fuel efficiency programs. This has meant that whilst Jordan's operations and production levels have increased over time, its emissions intensity (tCO<sub>2</sub>-e/employee) has remained flat.

## 1A. Background

This report presents an independent and objective analysis of all greenhouse gas emissions from Jordan's business operations for the 2015-16 financial year.

Our approach to this report development is in accordance with the Greenhouse Gas Protocol, the National Carbon Offset Standard and the methods described in Australia's National Greenhouse Accounts (August 2016).

An 'operational control' based approach to defining organisational boundaries has been employed. Under this approach, Jordan accounts for 100% of emissions from operations over which it has operational control. This determination follows the NGER method for defining operational control as "*the full authority to introduce and implement:*

- *Operating policies*
- *Health and Safety Policies*
- *Environmental policies"*

The organisational boundaries of the business are defined by senior management and for the purposes of the GHG inventory include a majority material business activities resulting in emissions (See Figure 1).

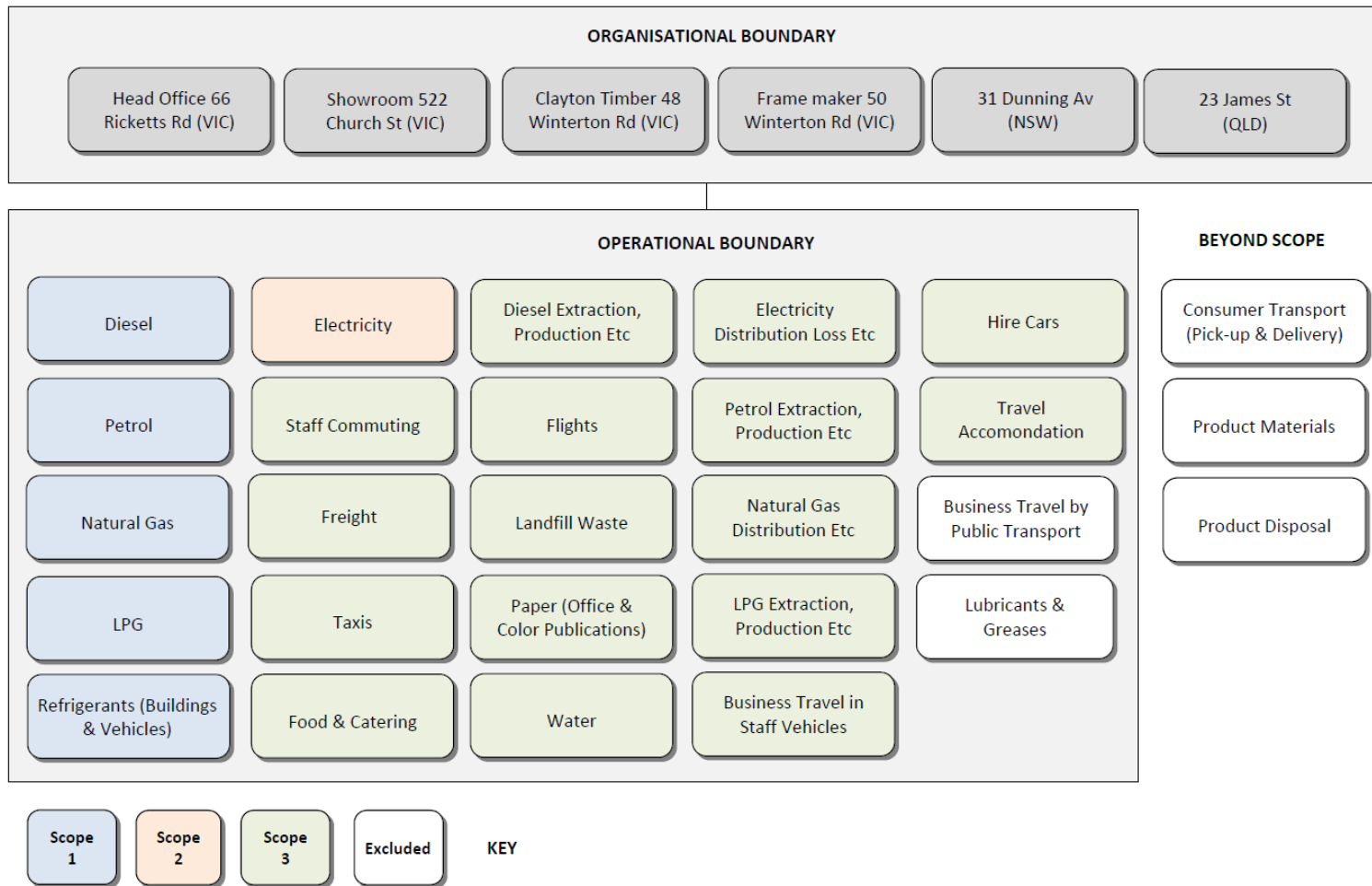
Jordan's sites lay within the following geographic boundary:

- Head office, Ricketts Rd Waverley (containing showroom, offices and upholstery production, VIC)
- Clayton frame maker (light manufacturing facility, VIC)
- Clayton timber manufacturing (chair, table and frame production, VIC)
- Richmond show room and retail outlet (VIC)
- Sydney showroom (NSW)
- Brisbane showroom (QLD)

### 1B. Emission sources within certification boundary

- Petrol
- Natural Gas
- Diesel
- Refrigerants
- LPG
- Electricity
- Staff commuting
- Freight
- Waste
- Flights (staff travel)
- Paper consumption
- Food and catering
- Travel accommodation
- Business travel in staff vehicles
- Water
- Taxis
- Electricity (distribution losses etc)
- Petrol (extraction, production etc)
- Diesel (extraction, production etc)
- Natural Gas (extraction, production etc)
- LPG (extraction, production etc)

### 1C. Diagram of certification boundary



## 1D.Non-quantified sources

<b>Table 1. Emission exclusions</b>		
<b>Emission source</b>	<b>Scope</b>	<b>Justification for exclusion &amp; overall implications for footprint</b>
Product materials	3	Including emissions associated with input materials are not within operation control and beyond the scope of the organisational footprint disclosure. Emissions from products are highly dependent on individual items characteristics and therefore not feasible to estimate for a diverse range of products.
Business Travel by Public Transport	3	Jardan staff did not use any public transport for work purposes within the reporting period.
Lubricants and greases	1	Emissions from incidental use of non-energy sources such as lubricants and grease are excluded from the scope of reporting given that use of these materials are too negligible to quantify and therefore immaterial.
Product disposal	3	Emissions associated with products once disposed to landfill (end of life cycle) are beyond the scope of an 'organisational' footprint disclosure and have not been estimated.
Consumer transport (pick & delivery of goods)	3	Including emissions associated with consumer transport to and from the place of purchase are not within operation control and beyond the scope of the organisational footprint disclosure.

## 2. Emissions reduction measures

### 2A. Emissions over time

<b>Table 2. Emissions since base year</b>				
	Base Year 2012/13	Year 2 2013/14	Year 3 2014/15	Current year 2015/16
Scope 1	123.23	127.29	136.65	139.71
Scope 2	407.46	545.84	554.04	547.60
Scope 3	570.06	628.21	658.36	758.19
Total	1,100.75	1,301.34	1,349.05	1445.51
tCO <sub>2</sub> -e/ FTE	11.1	11.9	11.8	11.06

### 2B. Emissions reduction strategy

Jordan has an ongoing commitment to carbon neutrality. Our approach to carbon management is aligned with the best practice emission reductions principles. This includes the prioritisation of emission reductions opportunities using the hierarchal framework as presented in Table 2.

<b>Table 3. Emissions reduction strategy</b>	
Measure	The organisation's annual production of greenhouse gases will be comprehensively accounted for through a greenhouse gas emissions inventory. The inventory (and report) are developed based using the World Resources Institute World Business Council for Sustainable Development's Greenhouse Gas Protocol Corporate Accounting and Reporting Standard. This means the inventory and report are developed in a clear, factual, neutral, and understandable manner, based on clearly documented and archived information that constitutes a complete audit trail. Specific exclusions or inclusions are identified and justified, assumptions disclosed, and appropriate references provided for the methodologies applied and the data sources used.
Set Objectives	Objectives for managing/reducing emissions have been made and integrated into the business planning process through written policies and management plans. Stated objectives should be SMART: specific, measurable, achievable, realistic and timely.
Avoid	Implementation of emission management plans prioritise cost neutral, behavioural change actions which avoid the production of emissions. These 'low hanging fruit' opportunities will be implemented and their success will be documented and communicated.

Reduce	Efficiency options will be evaluated, implemented and monitored. Savings generated should ideally be re-invested into new energy and resource efficiency initiatives to generate further emission reductions.
Switch	Opportunities to de-carbonise energy sources we be assessed and implemented.
Evaluate	Progress is continually measured against set objectives using appropriate monitoring and accounting methodologies and transparent reporting processes.
Offset	The purchase of offsets aligns with the organisations culture and philosophy. A portfolio of offset products are procured and retired to meet emission reduction targets (if required).
Report	Progress against set objectives is reported over time to meet voluntary and/or NCOS certification obligations. This includes a description of emission reduction measures compared against the base year and how each are quantified. Jordan will provide a transparent appraisal of what has worked and what has not with disclosure of the management approach to address any issues or problems.

## 2C. Emissions reduction actions

Year completed	Emission source	Reduction measure and calculation method	Scope	Status	Reduction t CO <sub>2</sub> -e
2015-16	Electricity	Solar PV installation was commissioned for 522 Church St, Richmond in December 2015. Savings calculated from system monitoring data (kWhr) and billing data.	2	Ongoing	15.33
2015-16	Electricity	Company-wide switch off campaign	2	Ongoing	Unknown
2015-16	Office paper	Purchase of Australian Paper (NCOS Carbon neutral Certified)	3	Ongoing	0.00
2015-16	Petrol	Fuel efficiency training program for a selected group of staff members. Savings calculated from log data provided by participants.	1	Ongoing	1.80
Total emission reductions implemented in this reporting period					17.13

### 3. Emissions summary

<b>Table 5. Emissions Summary</b>		
Scope	Emission source	t CO <sub>2</sub> -e
1	Petrol	32.79
1	Natural Gas	45.15
1	Diesel	35.98
1	Refrigerants	21.12
1	LPG	4.67
2	Electricity	547.60
3	Staff Commuting	282.86
3	Freight	277.92
3	Waste	60.38
3	Flights (staff travel)	62.19
3	Paper Consumption	0.00
3	Food and Catering	5.75
3	Travel accommodation	3.24
3	Business travel in staff vehicles	3.45
3	Water	0.98
3	Taxis	1.18
3	Electricity (distribution losses etc)	53.04
3	Petrol (extraction, production etc)	1.69
3	Diesel (extraction, production etc)	1.84
3	Natural Gas (extraction, production etc)	3.42
3	LPG (extraction, production etc)	0.28
<b>Total Gross Emissions</b>		<b>1445.51</b>
<b>GreenPower or retired LGCs</b>		<b>Nil</b>
<b>Total Net Emissions</b>		<b>1445.51</b>



## 4. Carbon offsets

### 4A. Offsets summary

Table 6. Offsets Summary			
Offset type and registry	Yr retired	Quantity	Serial numbers
<b>Originating carbon offset project:</b> CECIC Urumqi Tuoli Phase I Wind Farm Project <b>Project type:</b> Energy industries (renewable/non-renewable sources) <b>Project country:</b> China <b>VCS Registry:</b> <a href="https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&amp;h=13945">https://vcsregistry2.apx.com/myModule/rpt/myrpt.asp?r=206&amp;h=13945</a>	Nov 8 2016 7:50AM	1,500	<b>VCU serial numbers:</b> 4091-174311258-174312757-VCU-003-APX-CN-1-1489-01052011-31122012-0
Total offsets retired			1,500
Net emissions			0
Total offsets held in surplus for future years:			0

### 4B. Offsets purchasing and retirement strategy

Jordan will purchase and cancel a sufficient quantity of NCOS eligible offset units to offset the total emissions associated with our footprint for each reporting year. We will keep records of and disclose the offset units in a registry and record appropriate details to audit this cancelling activity (for example, registry name, serial number, cancellation certificate). These details will be reported as part of the public disclosure summary. The purchase and cancellation of offsets will be completed within four months of the end of the reporting period and following the completion of that year's emissions inventory. The inventory will be used as the basis for quotation for the procurement of offsets for that year. Jordan will adopt a conservative approach to offset procurement and purchase an additional 5-10% of abatement in addition to that required to meet carbon neutrality. In these instances, some offsets may be banked for future years at the discretion of Jordan. For this reporting period, Jordan purchased an additional 57 units which will not be used in future reporting periods

## 5. Use of trade mark

Table 7. Trade mark register	
Where used	Logo type
Company website	Certified organisation
Company brochures	Certified organisation
Certification certificate displayed at Head Office	Certification certificate