



PUBLIC DISCLOSURE STATEMENT

CNF & ASSOCIATES PTY LIMITED

ORGANISATION CERTIFICATION


FY2021 - 22

Australian Government
Climate Active
Public Disclosure Statement



An Australian Government Initiative



NAME OF CERTIFIED ENTITY	CNF & ASSOCIATES PTY LIMITED
REPORTING PERIOD	1 July 2021 – 30 June 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>Name of signatory : Andreas Quiring Position of signatory : Director, Sector Lead (Energy) Date: 20/10/2022</p>



Australian Government

**Department of Climate Change, Energy,
the Environment and Water**

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Version March 2022.



1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	52 tCO ₂ -e
OFFSETS BOUGHT	100% CERs
RENEWABLE ELECTRICITY	Total renewables 19%
TECHNICAL ASSESSMENT	Date: 20/10/2022 Name: Suriya Shanmuga Company: CNF & Associates Next technical assessment due: 20/10/2023
THIRD PARTY VALIDATION	Type 1 Date 20/10/2022 Name: Neeraja Killi / David Papa Organization: Bentleys

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2. CARBON NEUTRAL INFORMATION

Description of certification

Climate Active Carbon Neutral Small Organization certification for the Australian business operations of CNF & Associates Pty Ltd, ABN 41 002 037 498.

Organisation description

CNF & Associates Pty Limited is a boutique engineering consulting company. The focus of the company is to provide most suitable engineering solutions for clients and their projects, helping them meet their needs and expectations. We provide smart solutions to difficult, urgent or unusual challenges. We provide advice to make the best project or business decision to ensure successful project realisation and efficient, safe sustainable and compliant operations. We deliver smart, tailor-made, innovative and workable design solutions that meet business's needs. We bring project to life on-time and on-budget to deliver the best outcomes for businesses.

Through the actions taken as part of this certification, CNF & Associates will be carbon neutral. The operational boundary of our carbon inventory includes Scope 1, 2 and 3 emissions, in accordance with Climate Active's standard small organisation boundary and scope.

“Carbon neutrality is part of our commitment to taking responsibility for our impact on the environment.”

3.EMISSIONS BOUNDARY

This is a small organization certification, which uses the standard Climate Active small organization emissions boundary. Emission sources can be excluded if they do not occur.

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.

The emission sources in the boundary diagram below are as per the emissions categories in the emission summary table.

Inside emissions boundary		Outside emission boundary
<p><u>Quantified</u></p> <ul style="list-style-type: none"> Electricity Air transport Land & Sea Transport Cleaning and Chemicals ICT Equipment Professional Services Office Equipment & Supplies Food Waste Stationary Energy Postage, Courier, and Freight Accommodation and Facilities Working from Home 	<p><u>Non-quantified</u></p> <ul style="list-style-type: none"> Refrigerants Water ICT Services 	<p><u>Excluded</u></p> <ul style="list-style-type: none"> Sub-contractors Suppliers

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

CNF & Associates Pty Limited is committed to making sustainable positive contribution to the communities we reach, which includes the environment.

As a part of this commitment, we have developed an emissions reduction strategy to promote greater environmental responsibilities in our business. Some of the initiatives include:

- CNF & Associates commits to reduce Scope 2 emissions by a minimum of 15% by 2030, compared to 2022 as a base line. We attempt to achieve that through the following options:
 - Transition from halogen lighting system to LED lighting. This should reduce overall electricity consumption of the organization by a minimum of 15%.
 - Install a Power Monitor to record detailed electricity consumption by different use types (e.g. lights, power circuits, aircon) and use this information to explore further opportunities to reduce Scope 2 emissions.
- We also commit to reduce Scope 3 emissions by a minimum of 15% by 2030, compared to 2022 as a base line.
 - Professional services – Legal. Encourage current supplier to develop and transition towards a net zero plan. Otherwise, investigate alternative carbon neutral services that meet the standard requirements.
 - Professional services – Advertising. Encourage current supplier to develop and transition towards a net zero plan. Otherwise, investigate alternative carbon neutral services that meet the standard requirements of the organization.
 - ICT Services – Telecommunications. Review currently used and other alternative services in regard to their carbon neutrality.
 - Air Transport – Select Carbon Offset option for all flights where available. We expect to reduce emissions from 4.4% to 2%.
 - Waste – We expect to reduce our waste amount from 10.5% to 7.5%.

FY21-22 is the first year of certification for CNF & Associates Pty Limited. We acknowledge that the COVID-19 pandemic has greatly impacted the way we work and hence our carbon footprint. We will continue to assess environmental sustainability within our business as our working environment changes.

Once we return to a steadier post pandemic business as usual, we will try to reduce our Scope 2 and 3 emissions beyond the above stated targets.

5. EMISSIONS SUMMARY

Emissions over time

Initial application, N/A.

Significant changes in emissions

Initial application, N/A.

Use of Climate Active carbon neutral products and services

Certified brand name	Product or Service used
N/A	N/A

Organisation emissions summary

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

Emission category	Sum of total emissions (tCO ₂ -e)
Accommodation and facilities	3.60
Cleaning and Chemicals	1.78
Electricity	3.36
Food	0.85
ICT services and equipment	7.18
Office equipment & supplies	1.73
Postage, courier and freight	0.14
Professional Services	15.18
Transport (Air)	1.89
Transport (Land and Sea)	1.40
Waste	5.81
Working from home	6.46
Total	49.38

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
compulsory additional 5% of the total to be added for small organisations	2.47
Total of all uplift factors	2.47
Total footprint to offset <i>(total net emissions from summary table + total uplifts)</i>	51.85

6. CARBON OFFSETS

Offsets retirement approach

In arrears

1.	Total emissions footprint to offset for this report	52t
2.	Total eligible offsets purchased and retired for this report	52 credits
3.	Total eligible offsets banked to use toward next year's report	0

Co-benefits

n/a

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 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 (%)
5MW Solar Power Project by Baba Group (EKIESL-CDM-May-16-03)	CER	United Nations	19/10/2022	IN529589845122010360 - IN529589850222010360	C2		52	0	0	52	100%
Total offsets retired this report and used in this report										52	
Total offsets retired this report and banked for future reports									52		

Type of offset units	Quantity (used for this reporting period claim)	Percentage of total
Certified Emissions Reductions (CERs)	52	100%

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A

APPENDIX A: ADDITIONAL INFORMATION

N/A

APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a market-based approach. This approach was selected as we intend to move to purchasing green electricity in the future.

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 Percentage 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)	770	0	0
Residual Electricity	3,374	3,357	0
Total grid electricity	4,144	3,357	0
Total Electricity Consumed (grid + non grid)	4,144	3,357	0
Electricity renewables	770	0	
Residual Electricity	3,374	3,357	
Exported on-site generated electricity	0	0	
Emissions (kgCO ₂ e)		3,357	
Total renewables (grid and non-grid)	18.59%		
Mandatory	18.59%		
Voluntary	0.00%		
Behind the meter	0.00%		

Residual Electricity Emission Footprint (TCO2e) 3

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

Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO2e)	Scope 3 Emissions (kgCO2e)
ACT	0	0	0
NSW	4,144	3,232	290
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
Grid electricity (scope 2 and 3)	4,144	3,232	290
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
Non-grid electricity (Behind the meter)	0	0	0
Total Electricity Consumed	4,144	3,232	290

Emission Footprint (TCO2e)	4
<i>Scope 2 Emissions (TCO2e)</i>	3
<i>Scope 3 Emissions (TCO2e)</i>	0

Climate Active Carbon Neutral Electricity summary

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO2e)
N/A	0	0

Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their 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. 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
Refrigerants	Yes	No	No	No
Water	Yes	No	No	No
ICT Services	Yes	No	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?
Installation sub contractors	Yes	No	No	No	No	No
Component suppliers	Yes	No	No	No	No	No



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