PUBLIC DISCLOSURE STATEMENT

SUSSEX TAPS

ORGANISATION & PRODUCT CERTIFICATION

FY2020-21

Australian Government

Climate Active
Public Disclosure Statement

SUSSEX

An Australian Government Initiative

Climate Active

NAME OF CERTIFIED ENTITY	Sussex Taps
REPORTING PERIOD	Financial year 1 July 2020 – 30 June 2021
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.*
	George Katsanevakis Managing Director 9-November-2021

Australian Government

Department of Industry, Science, Energy and Resources

Version September 2021. To be used for FY20/21 reporting onwards.

1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	1,506 tCO_2-e
THE OFFSETS BOUGHT	100% CERs
RENEWABLE ELECTRICITY	Total renewables 40%
TECHNICAL ASSESSMENT	Next technical assessment due: May 2024
THIRD PARTY VALIDATION	n/a

Contents

2. CARBON NEUTRAL INFORMATION

Description of certification

The certification includes the Australian business operations of the company Sussex Taps Pty Ltd (ABN 30 071 163 249) for the period 1 July 2020 to 30 June 2021.

The emissions inventory in this Public Disclosure Statement have been developed in accordance with the Climate Active Carbon Neutral Standard for Organisations.

This reporting period was affected by the exceptional circumstances of Covid-19. As such, Sussex Taps acknowledges that this base year is not completely representative of a business-as-usual year. Future annual emissions may differ to what is reported in the base year due to these circumstances.

"Carbon neutral certification provides Sussex with the tools and knowledge to continually search for the best opportunities to reduce our impact. We want our customers to understand that we adhere to the strictest Australian sustainability standards, we're committed to a better Australian future and we encourage our community to take action too.

Organisation description

Sussex Taps manufacture timeless tapware, showers and accessories in Melbourne, Australia. Sussex sources all product components locally, where possible, manufacturing over 400 products in their Melbourne workshop and foundry. A child company, Aquatect Polishing Pty Ltd (ABN 13 118 351 732), is the metal polishing arm of Sussex Taps.

The Sussex story is a family adventure that started in 1960; one with a goal to build an Australian business with sustainability at its heart. Sussex's purpose is to make beautifully functional products, manufactured entirely in Australia - the right way. The right way starts with a belief that world-class manufacturing begins with respect for people and the environment.

Sussex has a clear vision to make the best products while leaving an Australian-made legacy that creates a sustainable future for our next generation. Sussex is the first carbon neutral tap manufacturer (this organisation certification) and produces the first carbon neutral tap products (product certification) in Australia under the Climate Active program. Sussex strive to bridge the gap between manufacturing and sustainability in the hope that others will follow their lead.

Product description

A cradle-to -gate approach has been selected as the use and disposal stages of the tapware lifecycle are highly variable. Tapware typically lasts many decades and may only be replaced due to aesthetics rather than disrepair. When tapware is discarded there is a large second-hand market that further increases their life. Being metal, tapware will likely be recycled. The reference unit is kg CO2-e per kg of product.

3. EMISSIONS BOUNDARY

ORGANISATION 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.

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.

Organisation emissions boundary

Inside emissions boundary

Quantified

Advertising

Business travel - accommodation

Business travel – flights

Business travel - taxis, carshares, rental cars

Cleaning services

Consumables

Electricity - purchased

Employee commute

Food and catering

Freight - outbound IT - computer and technical services

IT - computer hardware

Marketing

Motor vehicle expenses

Office supplies

Printing and stationery

Repairs and maintenance

Staff amenities

Stationary energy – LPG

Stationary energy - natural gas

Telecommunications

Tool replacements

Transport energy – diesel

Transport energy – LPG

Transport energy – petrol

Uniforms

Venue hire

Waste - co-mingled recycling

Waste - landfilled

Water

Non-quantified

None

Optionally included

None

Outside emission boundary

Excluded

Financial services such as banking and insurance

Education and training

Subscriptions

Security

Refrigerant fugitives

Machinery and Equipment*

Polishing, painting, and electroplating*

Product components*

Product packaging*

Raw materials*

** While excluded from the emissions boundary for the Organisation Certification, these emission sources are included in Sussex Taps' Climate Active Product boundary.*

PRODUCT 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 'attributable processes' that become the product, make the product and carry the product through its life cycle. These have been quantified in the carbon inventory.

Non-quantified emissions have been assessed as attributable and are 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

Non-attributable emissions have been assessed as not attributable to a product or service. They can be **optionally included** in the emissions boundary and therefore have been offset, or they can be listed as outside of the emissions boundary (and are therefore not part of the carbon neutral claim). Further detail is available at Appendix D.

Product emissions boundary

Inside emission boundary

Quantified

Consumables

Electricity – purchased

Freight – outbound

Machinery and Equipment

Motor vehicle expenses

Polishing, painting, and electroplating

Product components

Product packaging

Raw materials

Repairs and maintenance

Stationary energy – LPG

Stationary energy - natural gas

Tool replacements

Transport energy – diesel

Transport energy – LPG

Transport energy – petrol

Waste - co-mingled recycling

Waste – landfilled

Water

Non-quantified

n/a

Optionally included

n/a

Outside emission boundary

Non-attributable

Advertising*

Business travel – accommodation and venue hire*

Business travel – flights*

Business travel - taxis, carshares, rental cars*

Cleaning services*

Employee commute*

Financial services such as banking and insurance

Food and catering*

IT - computer and technical services*

IT - computer hardware*

Marketing*

Office supplies*

Printing and stationery*

Education and training

Subscriptions & periodicals

Refrigerant fugitives

Security

Staff amenities*

Telecommunications*

Uniforms*

**While excluded from the emissions boundary for the Product Certification, these emission sources are included in Sussex Taps' Organisation Certification.*

Product process diagram

Due to the complexity and possible sustainable nature of tapware's end of life, a cradle-to -gate approach was deemed acceptable.

Upstream emissions

Materials

- Consumables
- Machinery and Equipment
- Product components
- Raw materials

Responsible entity

Manufacturing

- Electricity - purchased
- Motor vehicle expenses
- Polishing, painting, and electroplating
- Product packaging
- Repairs and maintenance
- Stationary energy - LPG
- Stationary energy - natural gas
- Tool replacements
- Transport energy - diesel
- Transport energy - LPG
- Transport energy - petrol
- Waste - co-mingled recycling
- Waste - landfilled
- Water

Downstream emissions

Distribution

- Freight - outbound

Non-attributable emission sources

- Advertising*
- Business travel – accommodation*
- Business travel – flights*
- Business travel - taxis, carshares, rental cars*
- Cleaning services*
- Employee commute*
- Financial services such as banking and insurance
- Food and catering*
- IT - computer and technical services*
- IT - computer hardware*
- Marketing*
- Office supplies*
- Printing and stationery*
- Education and training
- Subscriptions & periodicals
- Refrigerant fugitives
- Security
- Staff amenities*
- Telecommunications*
- Uniforms*
- Venue hire*

**While excluded from the emissions boundary for the Product Certification, these emission sources are included in Sussex Taps' Climate Active Organisation Certification.*

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

Sussex has an unwavering commitment to reducing emissions. This is a central tenant of their interim Emissions Reduction Strategy and has been evidenced by the past completion of many other initiatives.

In 2021, Sussex's focus is to build a medium-long term Emissions Reduction Strategy that will also educate customers and encourage employees to reduce their environmental impacts at work and at home.

The initial initiatives of the Emissions Reduction Strategy include:

- At the time of its certification, Sussex is the first and only tapware manufacturer certified by Climate Active to reuse all waste metal materials and will continue to reuse all brass and find further ways to repurpose other wastes.
- Sussex is working with retail suppliers to improve the sustainability of their product-replated waste from packaging through investigating lower footprint options.
- Sussex commits to carrying out a yearly product analysis to ensure that its waste reduction measures are materially reducing waste year on year. Reviewing the entire production process; from reducing labels, phasing out Styrofoam packaging to printing brochures in-house; in the next two years Sussex's business goals are:
    - 5% less packaging per annum
    - 10% less landfill per annum
    - >85% of all materials recycled per annum
- Continue to increase energy efficiency by reviewing and adjusting lighting, water, machinery and appliances, wherever possible to seek renewable energy sources. Sussex's emissions reduction goal for the next two years is:
    - 5% less water usage per annum
    - 10% less electricity usage per annum

Emissions reduction actions

Sussex Taps has implemented the actions listed below to reduce the emissions.

- Installed 73 kW photovoltaics at the foundry
- Installed 100 kW photovoltaics at the PVD plant
- Installed LED lighting throughout the PVD plant

5.EMISSIONS SUMMARY

Emissions over time

This section compares emissions over time between the base year and current year.

Emissions since base year		
		Total tCO_2-e
Year 1:	2019-20 Organisation	1,133.21
	2019-20 Product	1,054.121
Year 2:	2020-21 Organisation	883.53
	2020-21 Product	964.03

Emissions intensity of the functional unit are disclosed below.

		Total tCO_2-e
Year 1:	Emissions per functional unit (based on the number of functional units represented by the inventory)	37.59 kg CO2-e per kg of Sussex Taps branded tapware
Year 2:	Emissions per functional unit (based on the number of functional units represented by the inventory)	40.26 kg CO2-e per kg of Sussex Taps branded tapware

Significant changes in emissions

The table below discloses these significant changes for the emission sources which have changed by more than 5% and contribute more than 5% to the total emissions.

Emission source name	Current year (tCO_2-e)	Previous year (tCO_2-e)	Detailed reason for change
(Org) Electricity	400.94	554.17	Green procurement Change of method location-based to market-based
(Prod) Raw materials (Brass)	287.33	264.25	Organic growth
(Prod) Fabricated metal products	216.09	182.42	Organic growth
(Prod) Grinding and polishing and smoothing materials	85.92	78.56	Organic growth
(Prod) Mailing services: parcels, postal and	57.65	60.49	Response to Covid-19

courier			
(Prod) Electricity	212.50	338.04	Green procurement Change of method location-based to market-based

Use of Climate Active carbon neutral products and services

Sussex Taps are not currently supplied with any carbon neutral products.

Organisation emissions summary

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

Row Labels	Sum of Scope 1 (TCO2e)	Sum of Scope 2 (TCO2e)	Sum of Scope 3 (TCO2e)	Sum of Total Emissions (TCO2e)
Accommodation and facilities	-	-	1.06	1.06
Air Transport (km)	-	-	5.02	5.02
Cleaning and Chemicals	-	-	15.82	15.82
Electricity	-	400.94	-	400.94
Food	-	-	10.26	10.26
ICT services and equipment	-	-	34.30	34.30
Land and Sea Transport (fuel)	31.02	-	1.61	32.63
Land and Sea Transport (km)	-	-	60.28	60.28
Machinery and vehicles	-	-	41.48	41.48
Office equipment & supplies	-	-	40.96	40.96
Postage, courier and freight	-	-	108.77	108.77
Products	-	-	3.43	3.43
Professional Services	-	-	57.63	57.63
Stationary Energy	15.37	-	1.13	16.51
Waste	-	-	41.50	41.50
Water	-	-	1.80	1.80
Working from home	-	-	11.15	11.15
Grand Total	**46.40**	**400.94**	**436.19**	**883.53**

Uplift factors

Not applicable.

Product emissions summary

A summary of the Sussex Taps LCA is presented in the Product process diagram section.

A summary of the Sussex Taps emissions inventory is presented below.

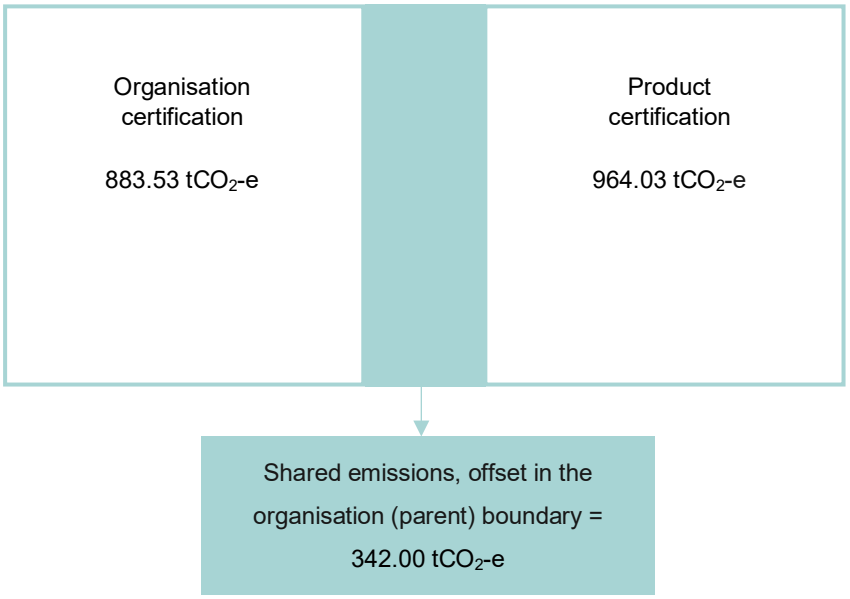
Row Labels	Sum of Scope 1 (TCO2e)	Sum of Scope 2 (TCO2e)	Sum of Scope 3 (TCO2e)	Sum of Total Emissions (TCO2e)
Bespoke - Raw Materials (Brass)	-	-	287.33	287.33
Cleaning and Chemicals	-	-	4.38	4.38
Construction Materials and Services	-	-	307.36	307.36
Electricity	-	212.50	-	212.50
Land and Sea Transport (fuel)	12.73	-	0.66	13.39
Machinery and vehicles	-	-	35.68	35.68
Postage, courier and freight	-	-	57.65	57.65
Products	-	-	13.65	13.65
Stationary Energy	8.15	-	0.60	8.75
Waste	-	-	22.40	22.40
Water	-	-	0.95	0.95
Grand Total	**20.88**	**212.50**	**730.65**	**964.03**

No uplift factors were used.

Emissions intensity per functional unit	40.26 kg CO2-e per kg of Sussex Taps branded tapware
Number of functional units to be offset	23,947 Kg
Total emissions to be offset	964.03 Kg CO2-e

Shared emissions between certifications by the same responsible entity

	Emissions (tCO_2-e)
Total offset liability	**883.53 + 964.03 – 342.00 = 1,505.56 tCO_2-e**
Offset by organisation	**= 883.53 tCO_2-e**
Offset by product	**964.03 – 342.00 = 622.03 tCO_2-e**

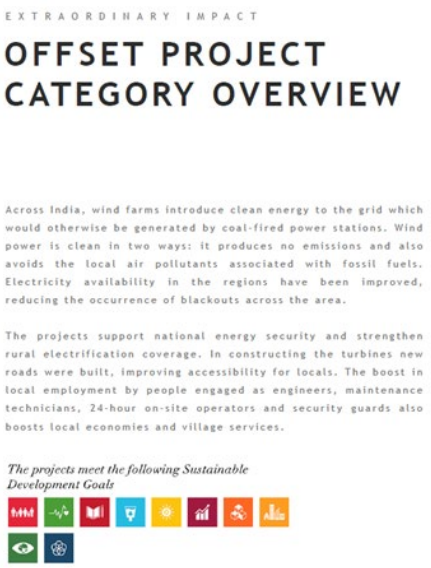


6.CARBON OFFSETS

Offsets strategy

Offset purchasing strategy: In arrears		
1.	Total offsets previously forward purchased and banked for this report	0
2.	Total emissions liability to offset for this report	1,506
3.	Net offset balance for this reporting period	1,506
4.	Total offsets to be forward purchased to offset the next reporting period	0
5.	Total offsets required for this report	1,506

Co-benefits



Offsets summary

Proof of cancellation of offset units

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**	**Eligible Quantity (tCO_2-e)**	**Quantity used for previous reporting periods**	**Quantity banked for future reporting periods**	**Quantity used for this reporting period claim**	**Percentage of total (%)**
CER-IND-Enercon Wind Farms in Karnataka	CER	ANREU	1 Nov 2021	238,772,140 - 238,773,645 (See Appendix E for registry retirement information)	CP2	1,506	0	0	1,506	100
Total offsets retired this report and used in this report									1,506	
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
Certified Emissions Reductions (CERs)	1,506	100%

7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) Summary

n/a

APPENDIX A: ADDITIONAL INFORMATION

Our sustainability commitments began in 2013, with a full energy audit and lean manufacturing audit across the business to identify how we could improve year on year.

Since then, the below initiative continued to drive our sustainability agenda:

2013: Waste Audit: identified 89.5 m3 /year waste to landfill

2014: Factory LED lighting upgrade led to 40% in greenhouse gas emissions or 30.7 tonnes/year greenhouse gas savings

2015: 3kW Frigel air cooler installed at foundry site. 90% energy saving costs, improved metal melting rates by 7%. This upgrade has led 33.2 tonnes/year greenhouse gas savings

Upgraded to energy efficient variable speed drive Nitrogen Generator.

2016: Foundry and polishing plant LED lighting upgrade has led 30 tonnes/year greenhouse gas savings

Became a member of the Victorian Government Climate Change TAKE 2 Pledge Program to take action on climate change

2017: Power Factor Correction Equipment installed

2018: Installed 100kW of solar panels to reduce factory greenhouse emissions by 131 tonnes or 30% reduction in the sites greenhouse gas emissions

2019: Installation of an energy efficient office heating and cooling system. Reduced energy use and greenhouse gas emissions by at least 15%

2020: In the last year, we have already reduced our greenhouse gas emissions by >30% through the installation of LED energy efficient lighting to our fourth facility, and an additional 170kW of Solar to reduce our emissions by 50%.

Installation of LED energy efficient lighting to fourth facility. Reduced lighting energy use and greenhouse gas emissions by at least 30%

Installing an additional 170kW of Solar to reduce current greenhouse emissions by 50%

To support our ongoing sustainability goals, we have achieved recognition and awards in the following categories:

2015: SUSTAINABILITY AND ENVIRONMENTAL AWARD WINNER

NORTHERN BUSINESS ACHIEVEMENT AWARD FOR EXCELLENCE

2017: CITY OF HUME BUSINESS AWA R D - SUSTAINABILITY CATEGORY (GOLD)

DRIVEN X DESIGN AWARD - SCALA COLLECTION

TAKE2 MEMBER VICTORIAN GOVERNMENT CLIMATE CHANGE PLEDGE PROGRAM

2018: HOUSES AWARDS - SUSTAINABILITY SPONSOR

HOUSES AWARDS - ONGOING (2019, 2020, AND BEYOND)

2019: CITY OF HUME BUSINESS AWARD - SUSTAINABILITY CATEGORY (FINALIST)

2020: APPROVED SUPPLIER TO VICTORIAN GOVERNMENT “BUY RECYCLED DIRECTORY”

APPROVED “AUSTRALIAN MADE AND OWNED” TRADEMARK

DESIGN FILES X LAMINEX

Sussex has further cemented our commitment to sustainability and environmental, financial and corporate responsibility by getting involved with sustainability-focussed forums. We also support sustainability in our industry through tours, sponsoring awards and partnering with Government groups. These include:

- Speaking at Victorian Manufacturing Showcase
- Speaking at National Manufacturing Week
- Speaking to students at Secondary Schools in Melbourne
- Hosting sustainability Panels
- Sponsoring Sustainability Awards (Houses Awards)
- Factory site tour and presentation for government, students, architect and designers
- Partnering with Sustainability Victoria to develop a YouTube video called “Investing in energy efficiency at Sussex Taps” to promote the benefits of business energy efficiency.

APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a market-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 (kgCO2e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	180,482	0	26%
Total non-grid electricity	**180,482**	**0**	**26%**
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)	98,147	0	14%
Residual Electricity	420,462	451,189	0%
Total grid electricity	**518,608**	**451,189**	**14%**
Total Electricity Consumed (grid + non grid)	**699,090**	**451,189**	**40%**
Electricity renewables	278,629	0	
Residual Electricity	420,462	451,189	
Exported on-site generated electricity	**64,423**	**-50,250**	
Emission Footprint (kgCO2e)		400,939	

Total renewables (grid and non-grid)	**39.86%**
Mandatory	**14.04%**
Voluntary	**0.00%**

Behind the meter	**25.82%**
Residual Electricity Emission Footprint (TCO2e)	**401**

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

Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Emissions (kgCO2e)
ACT	0	0
NSW	0	0
SA	0	0
Vic	518,608	565,283
Qld	0	0
NT	0	0
WA	0	0
Tas	0	0
Grid electricity (scope 2 and 3)	**518,608**	**565,283**
ACT	0	0
NSW	0	0
SA	0	0
Vic	180,482	0
Qld	0	0
NT	0	0
WA	0	0
Tas	0	0
Non-grid electricity (Behind the meter)	**180,482**	**0**
Total Electricity Consumed	**699,090**	**565,283**

Emission Footprint (TCO2e)	**565**

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

Organisation non-quantified sources

The following sources 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	-	-	-	-

Product/Service non-quantified sources

The following sources 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	-	-	-	-

Product/Service excluded emission sources

Attributable emissions sources can be excluded, but still counted as part of the carbon account if they meet a**ll three of the criteria**:

1. A data gap exists because primary or secondary data cannot be collected **(no actual data).**
2. Extrapolated and proxy data cannot be determined to fill the data gap (**no projected data**).
3. An estimation determines the emissions from the process to be **not material.**

	No actual data	No projected data	Immaterial
n/a	-	-	-

APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

Organisation excluded sources

The below emission sources have been assessed as not relevant to an 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 five criteria. The five criteria are:

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.

To be deemed relevant an emission must meet two of the five relevance criteria. Excluded emissions are detailed below against each of the five criteria.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
Financial services such as banking and insurance	No	No	No	Yes	No	No
Machinery and Equipment*	No	No	No	Yes	No	No
Polishing, painting and electroplating*	No	No	No	Yes	No	No
Product components*	No	No	No	Yes	No	No
Product packaging*	No	No	No	Yes	No	No
Education and training	No	No	No	Yes	No	No
Subscriptions & periodicals	No	No	No	Yes	No	No
Raw materials*	No	No	No	Yes	No	No

Refrigerant fugitives	No	Yes	No	No	No	No
Security	No	No	No	Yes	No	No

* While excluded from the emissions boundary for the Organisation Certification, these emission sources are included in Sussex Taps' Product Certification.

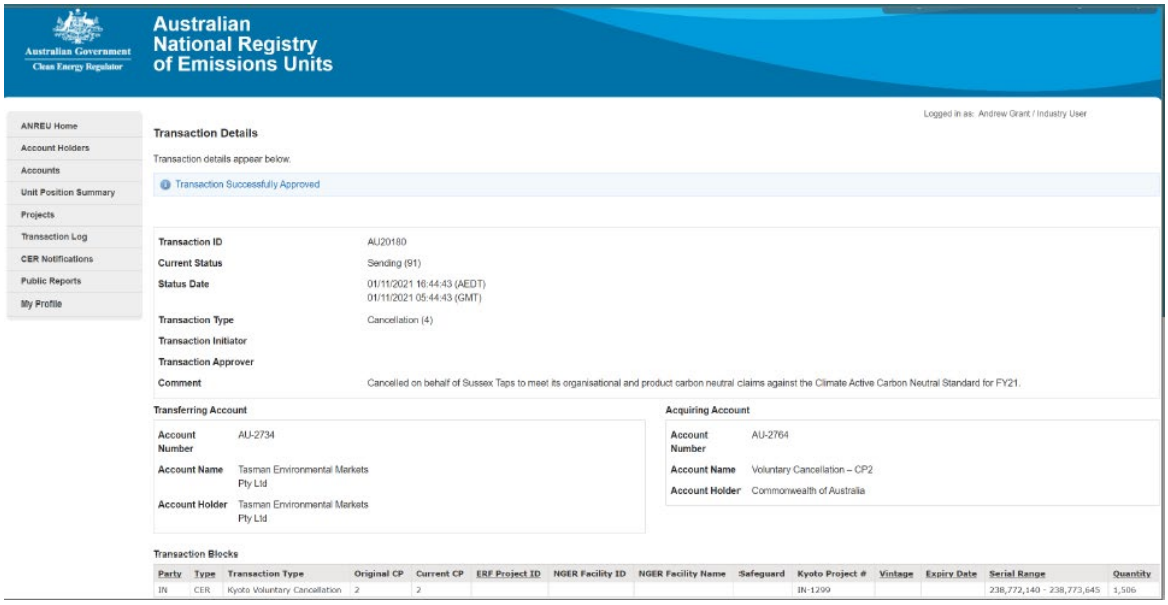
Product/Service non-attributable sources

To be deemed attributable an emission must meet two of the five relevance criteria. Non-attributable emissions are detailed below against each of the five criteria.

Relevance test					
Non-attributable emission	*The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions*	*The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.*	*Key stakeholders deem the emissions from a particular source are relevant.*	*The responsible entity has the potential to influence the reduction of emissions from a particular source.*	*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.*
Advertising	✗	✗	✓	✗	✗
Business travel - accommodation	✗	✗	✓	✗	✗
Business travel - flights	✗	✗	✓	✗	✗
Business travel - taxis, carshares, rental cars	✗	✗	✓	✗	✗
Cleaning services	✗	✗	✓	✗	✗
Employee commute	✗	✗	✓	✗	✗
Financial services such as banking and insurance	✗	✗	✓	✗	✗
Food and catering	✗	✗	✓	✗	✗
IT - computer and technical services	✗	✗	✓	✗	✗
IT - computer hardware	✗	✗	✓	✗	✗
Marketing	✗	✗	✓	✗	✗
Office supplies	✗	✗	✓	✗	✗
Printing and stationery	✗	✗	✓	✗	✗
Education and training	✗	✗	✓	✗	✗

Subscriptions & periodicals	✗	✗	✓	✗	✗
Refrigerant fugitives	✗	✗	✗	✓	✗
Security	✗	✗	✓	✗	✗
Staff amenities	✗	✗	✓	✗	✗
Telecommunications	✗	✗	✓	✗	✗
Uniforms	✗	✗	✓	✗	✗
Venue hire	✗	✗	✓	✗	✗

APPENDIX E: RETIREMENT CONFIRMATION



Australian Government
Clean Energy Regulator

Australian
National Registry
of Emissions Units

Logged in as: Andrew Grant / Industry User

- AN/REU Home
- Account Holders
- Accounts
- Unit Position Summary
- Projects
- Transaction Log
- CER Notifications
- Public Reports
- My Profile

Transaction Details

Transaction details appear below.

Transaction Successfully Approved

Transaction ID	AU20180
Current Status	Sending (91)
Status Date	01/11/2021 16:44:43 (AEDT) 01/11/2021 05:44:43 (GMT)
Transaction Type	Cancellation (4)
Transaction Initiator	
Transaction Approver	
Comment	Cancelled on behalf of Sussex Taps to meet its organisational and product carbon neutral claims against the Climate Active Carbon Neutral Standard for FY21.

Transferring Account

Account Number	AU-2734
Account Name	Tasman Environmental Markets Pty Ltd
Account Holder	Tasman Environmental Markets Pty Ltd

Acquiring Account

Account Number	AU-2764
Account Name	Voluntary Cancellation – CP2
Account Holder	Commonwealth of Australia

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
IN	CER	Kyoto Voluntary Cancellation	2	2					IN-1299			238,772,140 - 238,773,645	1,506

An Australian Government Initiative

Climate Active