PUBLIC DISCLOSURE STATEMENT

SYDNEY ENVIRONMENTAL GROUP PTY LTD

ORGANISATION CERTIFICATION
CY2023

Australian Government

Climate Active
Public Disclosure Statement

NAME OF CERTIFIED ENTITY	Sydney Environmental Group Pty Ltd
REPORTING PERIOD	Calendar year 1 January 2023 – 31 December 2023
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.* *Steven Wallace* Name of signatory: Steven Wallace Position of signatory: Managing Director Date: 10/07/2024

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

1.CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	129.35 tCO$_2$-e
CARBON OFFSETS USED	100% VCUs
RENEWABLE ELECTRICITY	100% total renewables.
CARBON ACCOUNT	Prepared by: Sydney Environmental Group (Environmental & Business Consultants)
TECHNICAL ASSESSMENT	N/A for small organization and ongoing certification

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2. CERTIFICATION INFORMATION

Description of organisation certification

Sydney Environmental Group Pty Ltd, ABN 14 631 026 214, is certified carbon neutral for its Australian business operations under the Climate Active Standard for Organisations. Calendar year 2020 acted as our base year and the certification is now renewed for the calendar year 2023.

This Public Disclosure Statement includes information for the reporting period 1 July 2023 to 31 December 2023. CY2023 is our fourth year as a Climate Active carbon neutral organisation.

The certification has been prepared in accordance with the Climate Active Carbon Neutral Standard for Organisations.

Organisation description

Sydney Environment Group Pty Ltd (ABN: 14 631 026 214) is an environmental consulting firm, whose core business is the assessment, remediation and management of contaminated land. With a team of 15 full time employees, we have successfully formulated client-focused strategies for residential development sites, large scale infrastructure projects and complex commercial / industrial sites with multifaceted contamination issues, managing the process from pre-development phase through to delivery phase. Our technical knowledge of local, state and national legislation combined with our experience throughout Australia, allows us to take an innovative approach to solving our clients' contamination issues.

This inventory covers the Australian business operations of Sydney Environmental Group Pty Ltd.

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 location and facility:

• Unit 63/45 Huntley St, Alexandria NSW 2015.

3. EMISSIONS BOUNDARY

Sydney Environmental Group Pty Ltd is a small organisation and as such, the relevant certification uses the standard Climate Active small organisation emissions boundary, and retains the same emissions boundary as in the first year of certification. Some emissions sources did not occur during CY2023 and have been quantified as zero emission in the carbon inventory.

Throughout this report, "SEG" will denote Sydney Environmental Group Pty Ltd.

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

Quantified

- Accommodation (domestic)
- Air travel relating to onsite work regionally and interstate
- Carbon neutral paper
- Cleaning and chemicals
- Electricity (carbon neutral)
- Food and Catering
- Fuel
- ICT Services & Equipment
- Office equipment and supplies
- Professional Services (Entertainment, Taxi, Tolls, Parking, Car hire, Legal Services)
- Products (Staff Clothing & Footwear)
- Transport (air)
- Transport (land and sea)
- Waste - Landfill & Recycling
- Working from home

Non-quantified**

- Water
- Courier, and freight
- Refrigerants

Optionally included

Excluded

Laboratory Services*

Food whilst at clients' sites (e.g. lunch & learn sessions).

* Laboratory Services have been excluded as they don't meet the relevance test. Refer to Appendix D for more details.

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

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4.EMISSIONS REDUCTIONS

Emissions reduction strategy

SEG is dedicated to achieving carbon neutrality through a combination of emissions reduction strategies and carbon offsetting. Our approach involves a comprehensive and systematic effort to minimize our carbon footprint by addressing all significant sources of emissions within our operations.

We are committed to transparency and continuous improvement in our sustainability efforts to reduce our impact on the environment and build a better planet for everyone. Our strategy is underpinned by the belief that small, consistent actions can collectively lead to significant positive changes by setting clear short-term (1-2 years), medium-term (3-5 years), and long-term (5+ years) goals to guide our actions and measure our progress.

SEG's long-term vision is to position ourselves as a leader in sustainability within the environmental consulting industry. We aim to reduce our future emissions by 30% by CY2026, and 50% by CY2030.

By implementing these measures, we are not only adhering to our sustainability commitments but also setting a positive example within our industry. Our dedication to continuous improvement and innovation ensures that we remain at the forefront of environmental stewardship, contributing to a more sustainable future for all.

Emission Reduction Strategy	Improvement area	Emission Source	Emission Scope	Timeframe
Replace 100% company-owned/operated vehicles to be used for business travel purposes with electric vehicles (powered by 100% renewable energy) by 2035.	Sustainable transportation	Fuel & Transport (Land)	Scope 1 and 3	2035
Currently 45% of our fleet vehicle are hybrid. Aim to replace 5 existing vehicles with either hybrid or electric vehicles by 2028.	Sustainable transportation	Fuel & Transport (Land)	Scope 1 and 3	2028
Goal 1: 50% reduction on scope 1 emissions by 2028 against CY2023 **Goal 2: 100% reduction on scope 1 emissions by 2035 against CY2023**				
Installation of Solar Panels on-site (placed on the roof of our headquarter), to generate renewable electricity, and reduce consumption by 50%.	Renewable Energy Adoption	Purchased Electricity	Scope 2	Q3-2024
Goal 1: 50% reduction on scope 2 emissions by end of CY2024 against CY2023				
Introduction and regular maintenance of a new heating and air conditioning system to ensure they are operating efficiently. Enhance insulation in our headquarters to reduce heating and cooling needs.	Energy Efficiency	Electricity	Scope 3	Q1-2024
Upgrade Lighting Systems to LED throughout the office (lounge, workspace, and meeting rooms). Replace old, energy inefficient appliances with appliances with better star ratings, thus reducing energy usage.	Energy Efficiency	Electricity	Scope 3	Q1-2024
Encourage staff to minimise energy and water consumption through sustainable behaviours whenever possible (this include turning lights and equipment off when not in use).	Energy Efficiency	Energy	Scope 3	2024
Reduce the need of air travel and when necessary, offset flight emissions.	Sustainable transportation	Business Travel	Scope 3	2024
Encourage staff to commute by cycling and walking more, and continue to promote flexible working arrangements to support the team to work from home whenever possible in order to reduce commute-based emissions.	Sustainable transportation	Employee commute	Scope 3	Q1 2024

Offer bike racks and storage for bikes and shower facilities for staff.				
Improve waste management, by including waste separation and ongoing reporting to reduce waste to landfill. Reduce usage of disposable coffee cups and food packaging (napkins, bamboo or plastic cutlery) by using cutlery and crockery available in the office. Transition to digital business cards to reduce paper consumption.	Waste reduction & recycling	Waste	Scope 3	2024
Implement comprehensive recycling programs for paper, plastics, metals, and electronics.	Waste reduction & recycling	Waste	Scope 3	2025
Provided sustainability training for all employees as part of their onboarding, and refresher training during their employment.	Sustainability campaigns	All sources	Scope 3	2025
Increase climate change awareness within the team, and communicate internally and externally the company's' commitment to net zero to employees, contractors and stakeholders, by making our commitment and reporting on the company's environmental performance publicly available. Review the carbon neutral policy and measure targets and goals yearly.	Sustainability campaigns	All sources	N/A	2024
Identify suppliers who meet high standards of environmental services, and purchase more products and services that are certified Climate Active Carbon Neutral. Establish expectations with major professional services providers (e.g. IT, marketing, entertainment, food & catering, telecommunications etc.) to be carbon neutral certified.	Sustainable Procurement	Goods & Services	Scope 3	2025
Prioritize local suppliers to reduce transportation emissions.	Sustainable Procurement	Goods & Services	Scope 1 and 3	2024
Implement a supplier code of conduct and/or procurement policy, which requires all service providers to achieve Climate Active certification by the end of CY2035.	Sustainable Procurement	Professional Services	Scope 3	2035
Relocate to a new office space to accommodate a higher number of staff, which will provide better access to daylight. We are committed to re-using existing furniture and equipment (including secondhand furniture) and certified sustainable products. Where it is not possible, sell existing furniture.	All sources	All areas	Scope 1 and 3	Q1 2024
Maintain a certified ISO140001 Environmental Management Systems which requires continual improvement to reduce environmental impacts and emissions over time.	Professional services	All sources	NA/All	2024
Continuous investment in technology and systems to support digital working practices (such as video conferencing) with a view to reduce business travels.	Professional Services	Services & Travel	Scope 1 and 3	2024
Prioritise digital documentation and work towards a paperless organisation. The implementation of a new app built in house is currently in progress, and it is aimed to remove all paper by 2026. We have reduced our paper consumption by 75% since our 2021 base year.	Professional Services	Goods	Scope 3	2026
Goal 1: 30% reduction on scope 3 emissions by 2026 **Goal 2: 50% reduction on scope 3 emissions by 2035**				

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Emissions reduction actions

Actions implemented in CY2023

In line with our commitment to sustainability and environmental responsibility, SEG has developed a comprehensive emissions reduction strategy aimed at achieving carbon neutrality. Our approach integrates ongoing environmental management, the adoption of innovative technologies, and the promotion of sustainable behaviors across all levels of our organization. By targeting key areas such as transportation, energy consumption, and procurement, we strive to minimize our carbon footprint while maintaining operational efficiency.

Below, we detail the specific actions implemented in 2023 to advance our goal of becoming a carbon-neutral organization.

- Ongoing ISO14001 accreditation, and regularly updated our environmental policies and practices to ensure they align with the best sustainability standards as the business evolves. The next ISO review is scheduled for August 2024, ensuring our continuous improvement and compliance.

- Expanded the fleet of hybrid vehicles, with the introduction of a new hybrid model, bringing the proportion of hybrid vehicles to 45% of our total fleet. This strategic move supports our goal of reducing transport-related emissions and exemplifies our dedication to sustainable practices.

- Purchased solar panels to be installed at our headquarters in Q2 2024. This investment in renewable energy will significantly reduce our reliance on non-renewable energy sources, contributing to our overall emissions reduction strategy.

- Minimized energy and water consumption through the promotion of sustainable behaviors among staff. This includes turning off lights and equipment when not in use and implementing water-saving practices, reinforcing our commitment to resource conservation.

- Purchased products and services that are certified as Climate Active Carbon Neutral. (i.e. paper supplies).

- Reduced business travel and prioritized meetings via videoconference wherever possible. This shift not only lowers our carbon footprint but also increases operational efficiency.

- Reviewed our IT parameters to reduce unnecessary energy consumption (e.g. computers enter sleep or hibernate mode when not in use).

- Committed to upholding our status as a Climate Active carbon neutral certified organisation. This involves continuous monitoring and reporting of our emissions, implementing reduction strategies, and investing in verified carbon offset projects to maintain our carbon neutrality.

5.EMISSIONS SUMMARY

Emissions over time

Since its inception in 2019, Sydney Environmental Group has faced significant business growth, particularly in 2022 when our staff tripled in numbers, and new interstate projects being awarded which have required our team members to travel to clients' sites on a regular basis. As a result, we have experienced a significant increase of the overall CO_2 emissions compared to 2020 base year. In 2023 one of our major interstate projects ended, which reduced the number of consultants and travel required on one hand, and on the other we experience significant growth within Sydney and NSW.

Emissions since base year		
	Total tCO$_2$-e (without uplift)	Total tCO$_2$-e (with uplift)
Base year: 2020	10,37	10,89
Year 1: 2021	16,69	17,52
Year 2: 2022	100,97	108,04
Year 3: 2023	117.59	129.35

Significant changes in emissions

Following the first reporting period in 2020, SEG has experienced significant organic growth.
This growth has been accompanied by an increase in the number of clients, projects, and services provided.

In 2022, SEG was awarded a contract for the Northern New South Wales and Victoria flood disaster recovery program, necessitating regular interstate travel for our team members The project was completed in early 2023, reducing the need for travel. However, the award of additional work in NSW has increased the need for transportation using our fleet cars, including costs for parking and tolls.

Due to business growth, there has also been an increased need for office equipment compared to CY2022, as well as catering during social events. Additionally, we have introduced legal services required for our business operations.

These changes reflect our evolving operational needs and the impact of our expanding footprint on our emissions.

Significant changes in emissions			
Emission source	Previous year emissions (t CO$_2$-e)	Current year emissions (t CO$_2$-e)	Reason for change
Short economy class flights (>400km,<=3,700km)	21,54	16,35	Significant reduction was achieved through completion of two major projects located in Northern NSW and VIC, which decreased the need for team members to travel interstate.

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

Certified brand name	Product/Service/Building/Precinct used
Carbon neutral A4 Reflex paper was purchased in CY2023	Product
Energy Australia	Product (Electricity)

Emissions summary

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

Use this section for projection reports and arrears reporting. If a true-up is required and then you will be reporting in arrears for future years, use the next section and not this section.

Emission category	Scope 1 emissions (tCO₂-e)	Scope 2 emissions (tCO₂-e)	Scope 3 emissions (tCO₂-e)	Total emissions (t CO₂-e)
Accommodation and facilities	0.00	0.00	7.33	7.33
Cleaning and Chemicals	0.00	0.00	0.01	0.01
Climate Active carbon neutral products and services	0.00	0.00	0.00	0.00
Electricity	0.00	6.44	0.80	7.24
Food	0.00	0.00	3.38	3.38
ICT services and equipment	0.00	0.00	2.46	2.46
Office Equipment and supplies	0.00	0.00	2.33	2.33
Postage, courier and freight	0.00	0.00	0.13	0.13
Products	0.00	0.00	0.29	0.29
Professional Services	0.00	0.00	22.85	22.85
Refrigerants	0.00	0.00	0.00	0.00
Transport (Air)	0.00	0.00	16.35	16.35
Transport (Land and Sea)	0.00	0.00	49.41	49.41
Waste	0.00	0.00	5.24	5.24
Water	0.00	0.00	0.00	0.00
Working from home	0.00	0.00	0.56	0.56
Total emissions (tCO₂-e)	**0.00**	**0.00**	**111.14**	**117.59**

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	tCO$_2$-e
Mandatory 5% uplift for small organisations	5.879
5% Uplift to account for non-quantified sources where data collection is not cost effective	5.879
Total of all uplift factors (tCO$_2$-e)	11.076
Total emissions footprint to offset (tCO$_2$-e) *(total emissions from summary table + total of all uplift factors)*	**129.35**

6.CARBON OFFSETS

Eligible offsets retirement summary

Offsets retired for Climate Active certification

Type of offset units	Eligible quantity (used for this reporting period)	Percentage of total
Verified Carbon Units (VCUs)	130	92%

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 (%)
Renewable Wind Power Project by Axis Wind Farms, India	VCU	Verra	10/07/2024	https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=246024 Serial number: 13119-472096933-472096982-VCS-VCU-1491-VER-IN-1-2052-01072021-31122021-0	2021	N/A	50	0	0	50	38% As a % = (Eligible quantity used for this reporting period / total offsets retired this report and used in this report) *100 = %
Rimba Raya Biodiversity Reserve Project, Indonesia	VCU	Verra	10/07/2024	https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=250189 Serial number: 7828-431399322-431399371-VCU-016-MER-ID-14-674-01072014-31122014-1	2014	N/A	50	0	0	50	38%

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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 (%)
SB Energy Solar Power Projects, India	VCU	Verra	09/07/2024	https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=250713 Serial number: 8423-15986599-15986638-VCS-VCU-997-VER-IN-1-1805-01012018-31122018-0	2018	N/A	40	0	10	30	24%
Madre de Dios Project - Amazon Rainforest Peru	VCU	Verra	31/07/2023	https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=192438 Serial number: 6151-282302446-282302505-VCU-006-MER-PE-14-844-01012015-31122015-0	01/01/2015-31/12/2015	N/A	0	0	1	0	Banked in previous reporting CY2022
									Total eligible offsets retired and used for this report	130	
								Total eligible offsets retired this report and banked for use in future reports	11		

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7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

Renewable Energy Certificate (REC) summary

N/A

APPENDIX A: ADDITIONAL INFORMATION

Proof of offset units transaction and cancellation of offset.

This is to certify that

Sydney Environmental Group

has permanently surrendered

140 tonnes of CO_2-e emissions

by investing in carbon offsets.

Thank you for choosing to make a difference to our planet
and future generations by combating climate change.

carbon**neutral**
Turn Emissions into Trees

Encouraging positive social, environmental
and economic change with solutions that help
overcome the effects of the climate crisis.

Carbon Neutral Pty Ltd is regulated by the Australian
Securities and Investments Commission and holds
Australian Financial Services Licence Number 451004

Ray Wilson | Chief Executive Officer

Issue Date: 9 July 2024

Carbon Neutral Pty Ltd will retire the above emission allowances from the pool of offsetting credits at the
corresponding registry on behalf of the recipient of this certificate.

Additional offsets retired for purposes other than 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)	Purpose of retirement
N/A							

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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	0	0%
Total non-grid electricity	**0**	**0**	**0%**
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)	1,861	0	0%
Residual Electricity	4,408,745	4,011,958	0%
Total renewable electricity (grid + non grid)	**1,861,**	**0**	**0%**
Total grid electricity	**4,410,607**	**4,011,958**	**0%**
Total electricity (grid + non grid)	**4,410,607**	**4,011,958**	**0%**
Percentage of residual electricity consumption under operational control	**100%**		
Residual electricity consumption under operational control	**4,408,745**	**4,011,958**	
Scope 2	3,924,268	0	
Scope 3 (includes T&D emissions from consumption under operational control)	484,478	440,875	
Residual electricity consumption not under operational control	**0**	**0**	
Scope 3	0	0	.

Total renewables (grid and non-grid)	**0.04%**
Mandatory	**0.04%**
Voluntary	**0.00%**
Behind the meter	**0.00%**
Residual scope 2 emissions (t CO_2-e)	**3,571.08**
Residual scope 3 emissions (t CO_2-e)	**440.87**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**6.44**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO_2-e)	**0.80**
Total emissions liability (t CO_2-e)	**7.24**

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$_2$-e)**	**Scope 3 Emissions (kgCO$_2$-e)**	**(kWh)**	**Scope 3 Emissions (kgCO$_2$-e)**
NSW	4,410,607	4,410,607	2,999,213	220,530	0	0
Grid electricity (scope 2 and 3)	**4,410,607**	**4,410,607**	**2,999,213**	**220,530**	**0**	**0**
NSW	0	0	0	0		
Non-grid electricity (behind the meter)	**0**	**0**	**0**	**0**		
Total electricity (grid + non grid)	**4,410,607**					

Residual scope 2 emissions (t CO$_2$-e)	**2,999.21**
Residual scope 3 emissions (t CO$_2$-e)	**220.53**
Scope 2 emissions liability (adjusted for already offset carbon neutral electricity) (t CO$_2$-e)	**6.68**
Scope 3 emissions liability (adjusted for already offset carbon neutral electricity) (t CO$_2$-e)	**0.49**
Total emissions liability	**7.17**

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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.

Note: A 5**%** uplift has been applied to the total emissions to account for non-quantified sources where data collection is not cost effective.

Relevant non-quantified emission sources	Justification reason
Refrigerant	Immaterial
Courier and freight	Cost effective
Water	Cost effective

Data management plan for non-quantified sources

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

The data management plan below outlines how more rigorous quantification can be achieved for material (greater than 1%) non-quantified emission sources.

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
Laboratory Services	Y	N	N	N	N	The emissions source is likely to be >1%, considering the laboratory use of electricity, equipment and fuel emissions. However, we are unable to quantify it. We do not have the potential to influence the emissions from this source. Laboratory services are an essential part for our business to exist and operate. We have not previously undertaken this activity within our emissions boundary and comparable organisations do not typically undertake this activity within their boundary.
Food whilst at client's sites (e.g. lunch & learn sessions).	N	N	N	N	N	The emissions source is likely to be very minimal, <1%. Sydney Environmental Group has no control over the carbon emissions relating to the food at client's sites (e.g. lunch & learn sessions), and these items are paid for by the clients.

Emission Laboratory Services and Food at clients' sites have been excluded from the carbon offset as they have been assessed as not relevant according to the relevance test.

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