



CARBON REDUCTION INSTITUTE

A photograph of a white wind turbine against a clear blue sky, positioned on the left side of the cover. The turbine's tower, nacelle, and three blades are visible.

Carbon Audit Report

**Technically Yours
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Executive Summary

The Carbon Reduction Institute recently undertook an audit of the greenhouse gas emissions produced from the operations of Technically Yours. The audit covered all expense items of Technically Yours, and included non expenditure items such as staff travel to and from work, and waste.

The purpose of this assessment was to determine the amount of greenhouse gases produced from the operations of Technically Yours with the aim of NoCO2 certification. The audit will provide Technically Yours with an understanding of its climate change impacts so that it can benchmark and communicate the achievements from the implementation of future greenhouse gas reduction strategies and carbon offset purchases. The Carbon Reduction Institute’s audits follow the standards outlined by the World Business Council for Sustainable Development’s Greenhouse Gas Protocol Corporate Accounting and Reporting Standard. This standard is widely accepted as the benchmark for carbon accounting.

In calculating the emissions from Technically Yours’ operations, the Carbon Reduction Institute applied a combination of Life Cycle Emission factors (for items such as travel, electricity, fuel usage and waste) and greenhouse intensity figures from Input/Output tables. The emissions sources included in this study are shown in Table 1.

Table 1: Emissions sources studied

	<i>Source</i>	<i>Emissions Type</i>
Scope 1	Vehicle Fuel Expenses	- Direct emissions from vehicle fuel consumption, expenses of which, are paid by the company
Scope 2 & 3	Electricity	- Indirect emissions from the burning of coal and gas at power plants
Scope 3	Waste	- Methane emissions from the decomposition of waste in landfill
	Staff Ground and Air Transport	- Fuel combustion – direct CO ₂ e emissions from car and air travel - Indirect emissions from electricity for the use of trains
	Expenses	- Embodied Emissions of all expenses in the chart of accounts including all products and services used
	Assets	- Annualised embodied emissions of all assets based on depreciation rates used for tax purposes

Table 2 and Figure 1 below show a summary of the emissions produced from each source. From this greenhouse emissions assessment it is concluded that the business operations of Technically Yours produced the equivalent of 81.15 tonnes of CO₂ equivalent greenhouse gas this year.

Table 2: Summary of Emissions by Source

Scope(s)	Category	Tonnes CO ₂ e/yr	Percentage
Scope 1 & 3	Employee Travel	9.53	11.74
Scope 2 & 3	Electricity	7.38	9.10
Scope 3	Assets	1.40	1.73
	Cost of Sale	61.27	75.50
	General Admin	1.06	1.31
	Vehicle Expenses	0.44	0.54
	Waste	0.07	0.09
	Flights	0.00	0.00
Total		81.15	

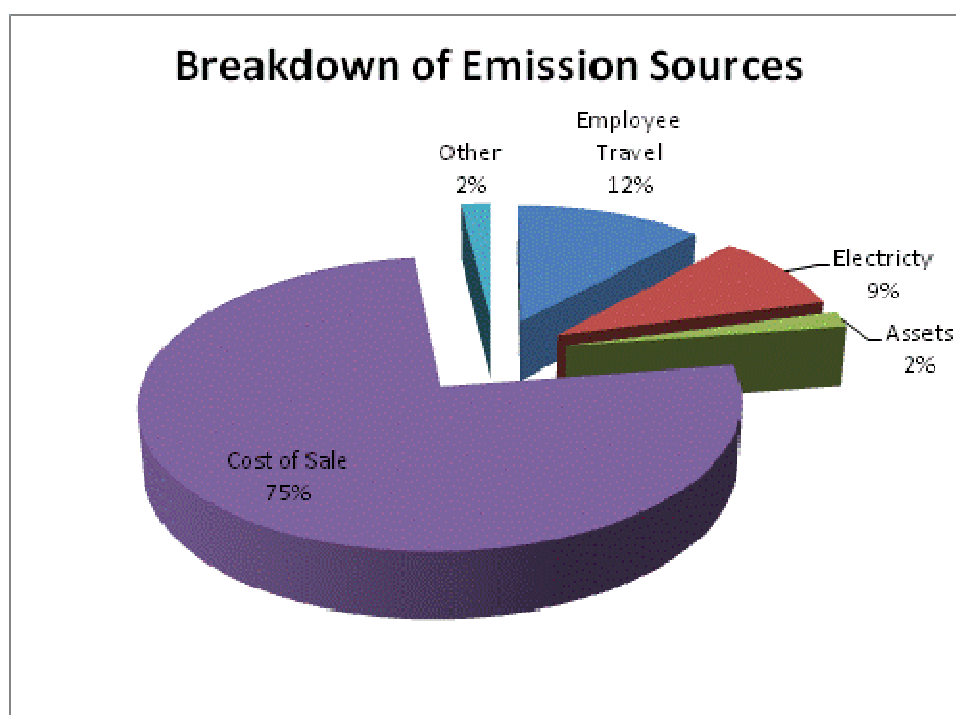


Figure 1: Breakdown of Emissions by Source

As shown in Figure 1, the cost of sale made up the vast majority (75%) of the emissions at Technically Yours. The bulk of these emissions are derived from the embedded energy of purchased software and hardware.

The emissions from employee travel are the second largest emissions source, and comprise 12% of Technically Yours' total greenhouse impact. In this study, it was found that car travel makes up almost the entirety of Technically Yours' ground transport emissions, compared to public transport. It is therefore recommended that Technically Yours reduce these emissions by encouraging carpooling efforts or by increased use of public transport where possible.

The “Other Business Expenses” category in Figure 1 consists of waste and motor vehicle expenses. Along with the embedded energy of the assets this does not make up a large proportion of the emissions of the company.

By undertaking a carbon audit, Technically Yours will be able to develop an informed action plan to reduce its climate change impacts. This audit report contains suggestions in areas that Technically Yours could look to improve its greenhouse gas performance through the purchase, use and upgrade of technology, as well as through staff engagement and education practices.

In developing its climate change strategy, the Carbon Reduction Institute recommends that Technically Yours pursue internal reduction measures through low and no cost investments, such as web-conferencing, timer circuits, and energy efficient lights; and through staff engagement and education prior to purchasing offsets. Not only will this lower the costs associated to implementing any reduction strategy, it will also provide flow on educational benefits to Technically Yours’ staff and stakeholders about the simple actions they can take to minimise their greenhouse impacts.