

## Summary of carboNZero certification:



### Hawkes Bay Document Technology Limited

*Hawkes Bay Document Technology Limited meets the requirements of the carboNZero<sup>Cert™</sup> certification having measured its greenhouse gas emissions in compliance with ISO 14064-1: 2006, committed to managing and reducing its emissions and neutralised its remaining unavoidable emissions through the cancellation of an appropriate number of verified carbon credits in respect of the operational activities of its organisation.*

The logo for Hawkes Bay Document Technology Limited (HBDT), consisting of the lowercase letters "hbd+t" in a bold, sans-serif font. The "h", "b", and "d" are dark blue, and the "+" sign is red.

**Introduction<sup>1</sup>** – Hawkes Bay Document Technology Limited (HBDT) is a locally owned and operated business and is the exclusive dealer for the Ricoh range of copiers, printers, scanners and fax machines. HBDT sells hardware, software, and imaging and printing solutions to organisations, and provides ongoing service and support for these products. HBDT recognises the importance of global environmental sustainability and fully supports the Ricoh Group's commitment to this increasingly significant issue for the survival of our planet. By contributing to this programme, HBDT will reduce GHG emissions, put in place systems for monitoring emissions, and as a benefit will achieve bottom line cost savings. HBDT wants to demonstrate its commitment to environmental sustainability to our local business and wider community.

**Boundary** – The boundary for the preparation of HBDT's greenhouse gas (GHG) inventory is for one site. All business activities have been included.

**Consolidation approach** – operational control

**Base year** – 01/04/2009 to 31/03/2010

**Measurement period** – 01/04/2010 to 31/03/2011

**Emissions source inclusions** – the diagram below shows the operational GHG emissions for HBDT by emissions source. HBDT's total emissions for this period were 59.97 tonnes carbon dioxide equivalents (tCO<sub>2</sub>e) comprising:

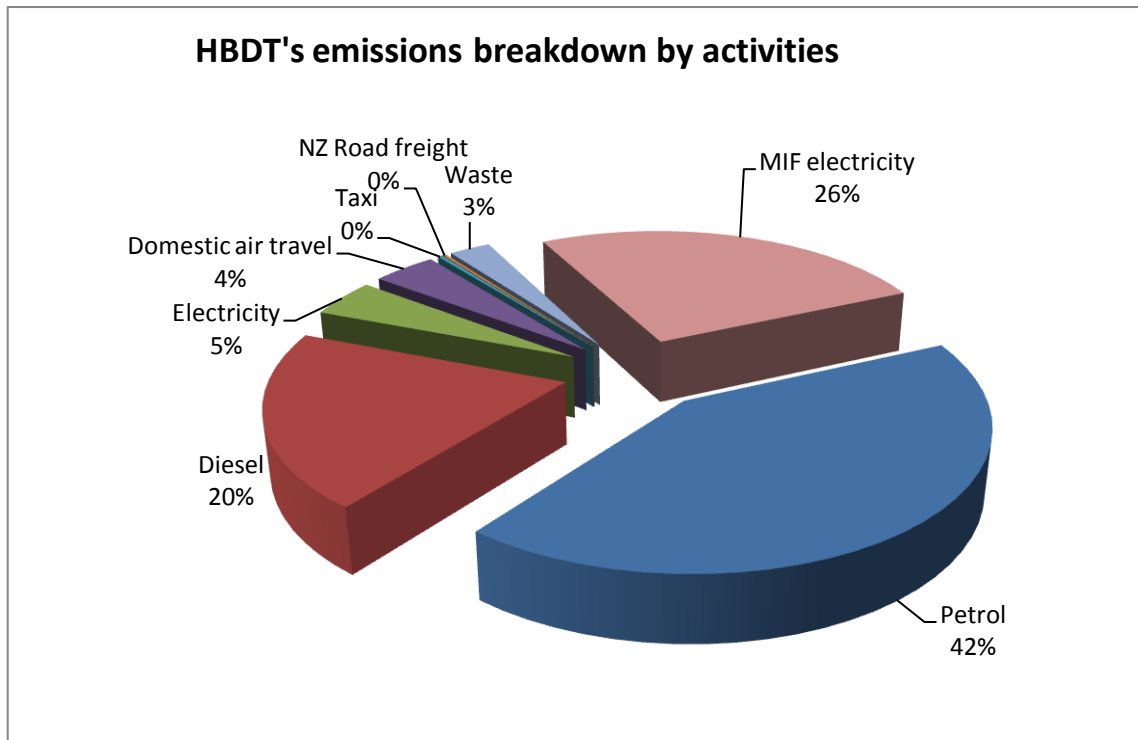
Scope 1: 37.44 tCO<sub>2</sub>e

Scope 2: 2.64 tCO<sub>2</sub>e

Scope 3: 19.89 tCO<sub>2</sub>e

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<sup>1</sup> **Disclaimer:** This Disclosure Statement is a summary of the verified information considered for certification and the certification decision. It should not be taken to represent the full submission for certification. While every effort has been made to ensure that the information in this Disclosure Statement is accurate and complete, Landcare Research does not, to the maximum extent permitted by law, give any warranty or guarantee relating to the accuracy or reliability of the information.



**Emissions source exclusions** – Couriers have been omitted from the inventory on the basis that all parcels are less than 2kg which is *de minimis*. Machines in Field (MIF) electricity consumption for non-energy efficient machines are excluded from the inventory as these are outside of the operational boundary.

**Emissions reduction commitments** – HBDT has developed a GHG emissions reduction plan. Some projects in this plan include:

- Reduce fuel used by company fleet by an average of 5% per fuel card by the end of the 2012 financial year.
- Reduce waste to landfill by 3% by the end of the 2012 Financial Year.
- Reduce office electricity costs by 5% by the end of the 2012 Financial Year.

**Offset** – 60 tCO<sub>2</sub>e EBEX21 Native Forest Regeneration Projects (PFSI Compliance). Serial numbers 803615-803674 have been cancelled (or equivalent) on the New Zealand Emissions Unit Register.

**Verified by** – Green Fox Limited

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Hawkes Bay Document Technology Limited

**Threshold of materiality** – excluded emissions do not exceed 5% of the total footprint for organisation boundary stated.

**Level of assurance** – Limited assurance

**Certification status** – carboNZero certified “organisation”

**Certificate number** – 2011105J

**Valid until** – 31 July 2014

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