

Business Applications Limited (Ricoh dealership)

Business Applications Limited meets the requirements of carboNZero^{Cert™} certification having measured its greenhouse gas emissions in compliance with ISO 14064-1, committed to managing and reducing its emissions and neutralised the remaining unavoidable emissions in respect of the operational activities of its organisation.



Introduction¹ – Business Applications Limited is dedicated to obtain and maintain carboNZero certification. As an exclusive Ricoh authorised dealer we are continually kept aware of Ricoh's commitment to environmental sustainability and as part of that group we are serious about sharing their environmental philosophy.

We are committed to being responsible by constantly increasing the awareness amongst our staff members and our clients of our practices and procedures to decrease green house emissions. We use high quality judgment in situations where legislation does not exist and by being a small company we can implement changes very quickly.

Boundary – The boundary for the preparation of Business Applications Limited'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

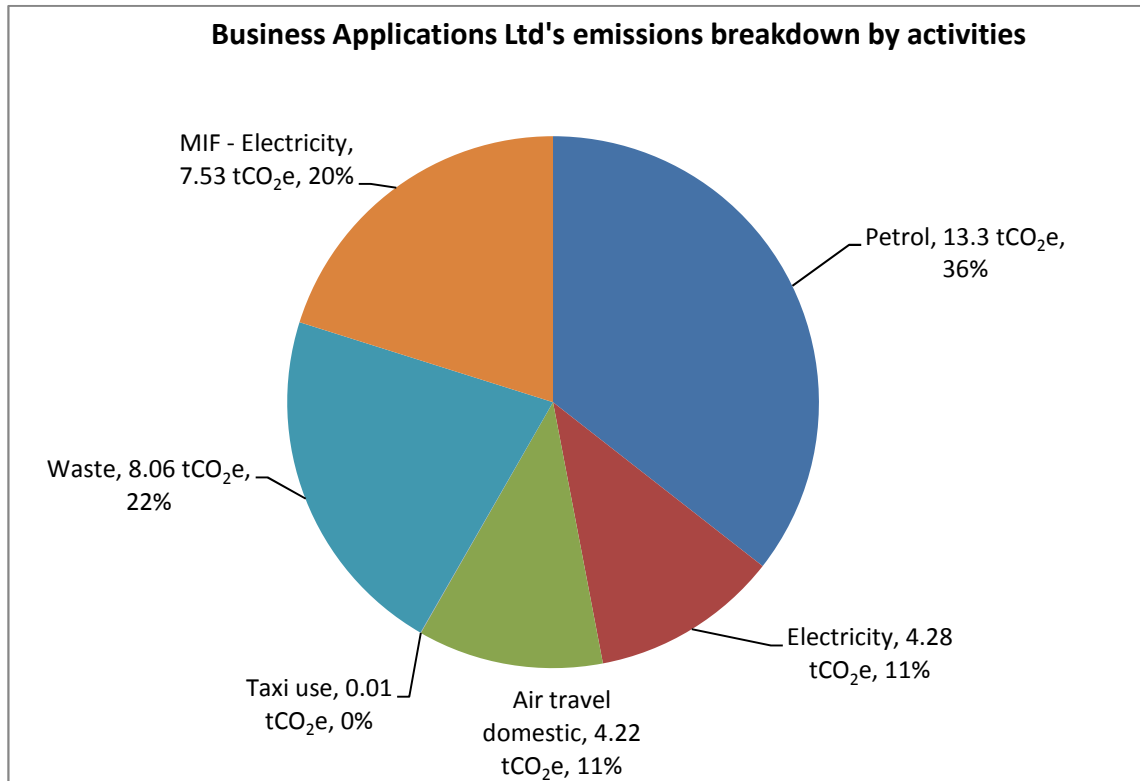
Measurement period – 01/04/2009 to 31/03/2010 (projected)

GHG emissions source inclusions – The diagram below shows the operational GHG emissions for Business Applications Ltd by emissions source. Total emissions for this period were **37.40** tonnes carbon dioxide equivalents (tCO₂e). The breakdown for the total emissions by scope was Scope 1: 13.3 tCO₂e; Scope 2: 4.28 tCO₂e and Scope 3: 19.81 tCO₂e.

GHG emissions source exclusions – Freight under 2 kg was excluded; these emissions related to courier activities were found to be *de minimis*.

¹ **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.

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GHG emissions reduction commitments – Business Applications Ltd has developed the following emissions management goals:

- Reduce energy consumption by 5% per year to achieve a 20% reduction by the end of 2014
- Continue to reduce the amount of waste sent to landfill (on-going)
- Continue to introduce new clients to the toner recycling project (on-going)

Offset – 38 tonnes CO₂e. Gold Standard VERs² from Meridian Energy PRE windpower³ project. Serial numbers 404168 – 404205 cancelled in the carboNZero programme register.

Note: due to this inventory containing projected data at the time of certification a wash-up (reconciliation) was completed. This identified an additional 13.58 tCO₂e of emissions (total 50.98 tCO₂e). An additional 13 tCO₂e of PRE Awapuni landfill. Serial numbers 207785-207797 cancelled in the carboNZero programme register.

² VERs are created by eligible projects for emissions reductions achieved up to the end of 2007.

³ PRE - Projects to Reduce Emissions is a New Zealand government scheme for projects that are eligible under the Joint Implementation initiative of the Kyoto Protocol – see www.mfe.govt.nz.

Summary of carboNZero certification:

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Verified by – carboNZero Strategic Business Unit

Level of assurance – Limited assurance

Threshold of materiality – Excluded emissions do not exceed 5% of the total footprint for the small enterprise boundary stated.

Certification status – carboNZero certified small enterprise covering all operational emissions at one site.

Certificate number – 2010009J

Certification valid until – 30 June 2011

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