

# Summary of carboNZero certification:



## House of Travel at Orbit Ltd

*“House of Travel at Orbit Ltd meets the requirements of carboNZero<sup>Cert TM</sup> certification having measured its greenhouse gas emissions in compliance with the requirements of ISO 14064-1:2006, committed to managing and reducing its emissions and neutralised any remaining unavoidable emissions in respect of its organisations including Orbit Corporate Travel Christchurch, New Regent St House of Travel & Christchurch Hospital House of Travel”.*



**Introduction<sup>1</sup>** – The House of Travel Group for Australia and New Zealand has 90 retail outlets (with specialist corporate, adventure and leisure and group travel outlets) throughout New Zealand, its own aggregated booking website and two wholesale companies (both inbound and outbound). The Group is privately owned and operated.

House of Travel at Orbit Ltd is an owner-operated business within the House of Travel Group. In October 2008 the Orbit Corporate Travel and New Regent Street Office moved to new premises at 114 Wrights Road, Addington, Christchurch and the in May 2009 the Christchurch Hospital House of Travel moved there as well.

The business draws upon branding and tools developed and marketed by the House of Travel Group, namely Orbit Corporate Travel and House of Travel.

The core business function is the booking of domestic and international travel, whilst specialty travel services are provided within each arm of the business.

- Orbit Corporate Travel is a brand of the House of Travel Group specialising in full solution travel management to corporate clients. This is achieved in use of dedicated account managers and resources exclusive to each client, consultancy on travel policies, consolidated reporting and door to door support of travellers.
- The House of Travel brand specialises in providing travel management services to the leisure market.

Travel agent resources include web-based and IT tools are provided by the House of Travel Group to owner operator businesses.

This is House of Travel at Orbit Ltd second GHG emissions inventory report covering the period from 1 April 2008 – 31 May 2009. The chosen base year calculated for this report is from 1 April 2007 – 31 March 2008. The reason for the change in measurement period is to allow House of Travel at Orbit Ltd to align with other House of Travel outlets GHG

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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.

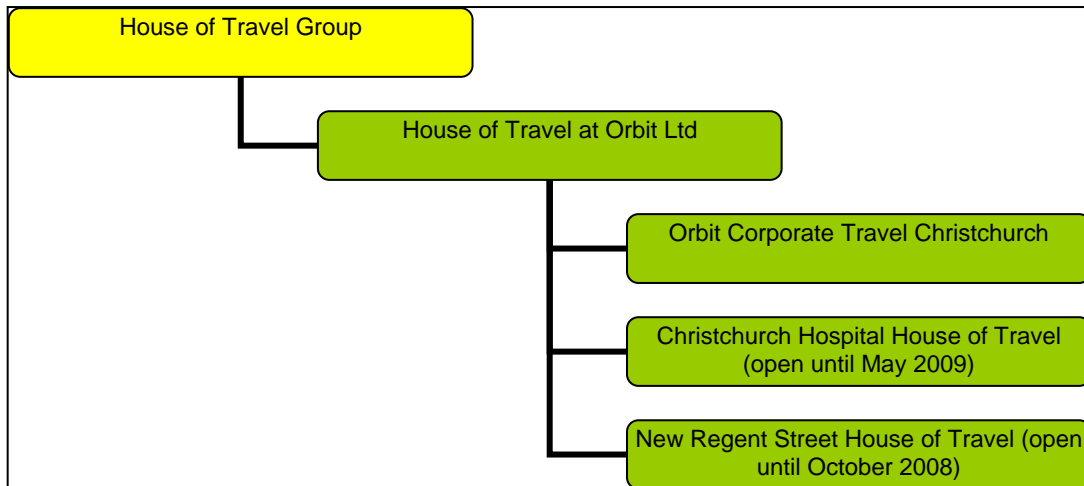
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measurement periods. The measurement period 1 June – 31 May will be the new measurement period moving forward.

**Boundary** – the diagram below shows the organisational structure used for describing House of Travel at Orbit's greenhouse gas (GHG) emissions inventory, and what business units were included in the carboNZero certification. Yellow business units were excluded from the certification.



**Consolidation approach** – operational control

**Base year** – 01/04/2007 – 30/03/2008

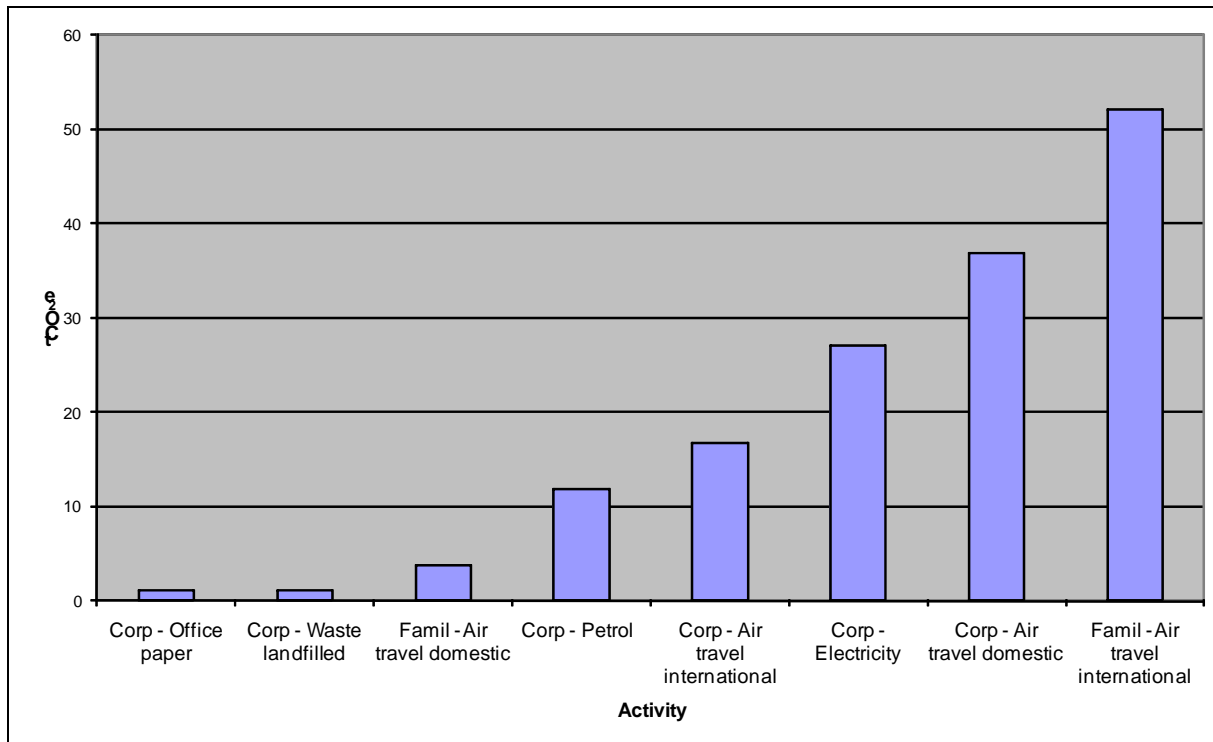
**Measurement period** – 01/04/2008 – 31/05/2009

**GHG emissions source inclusions** – the diagram below shows the operational GHG emissions for House of Travel at Orbit Ltd by emissions source. The organisation's total emissions for this period were 150.76 tonnes carbon dioxide equivalents (CO<sub>2</sub>e) for the 14 month period. To enable comparison with other organisations if this amount was divided into a 12 month period then total emissions would be 129.22 tCO<sub>2</sub>e. This comprises 8% Scope 1, 18% Scope 2 and 74% Scope 3 emissions.

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#### GHG emissions source exclusions –

- Hotel accommodation used for business purposes, freight, taxi travel (all less than 1% of total emissions)
- Educational/Famil accommodation and activities (insufficient activity data and emissions factors are available)
- Outsourced IT (server) hosting and services (GHG emissions from outsourced IT services are likely to be insignificant in the context of the overall inventory)

**GHG emissions reduction commitments** – House of Travel at Orbit Ltd has developed a GHG emissions reduction plan. Some projects in this plan include:

- Creating a secure space on the premises with a bike rack installed for staff to bike to work
- Investigating a process for staff to utilise video conferencing facilities for regular catch-ups with out of town clients, to encourage reduction in air travel nationally.

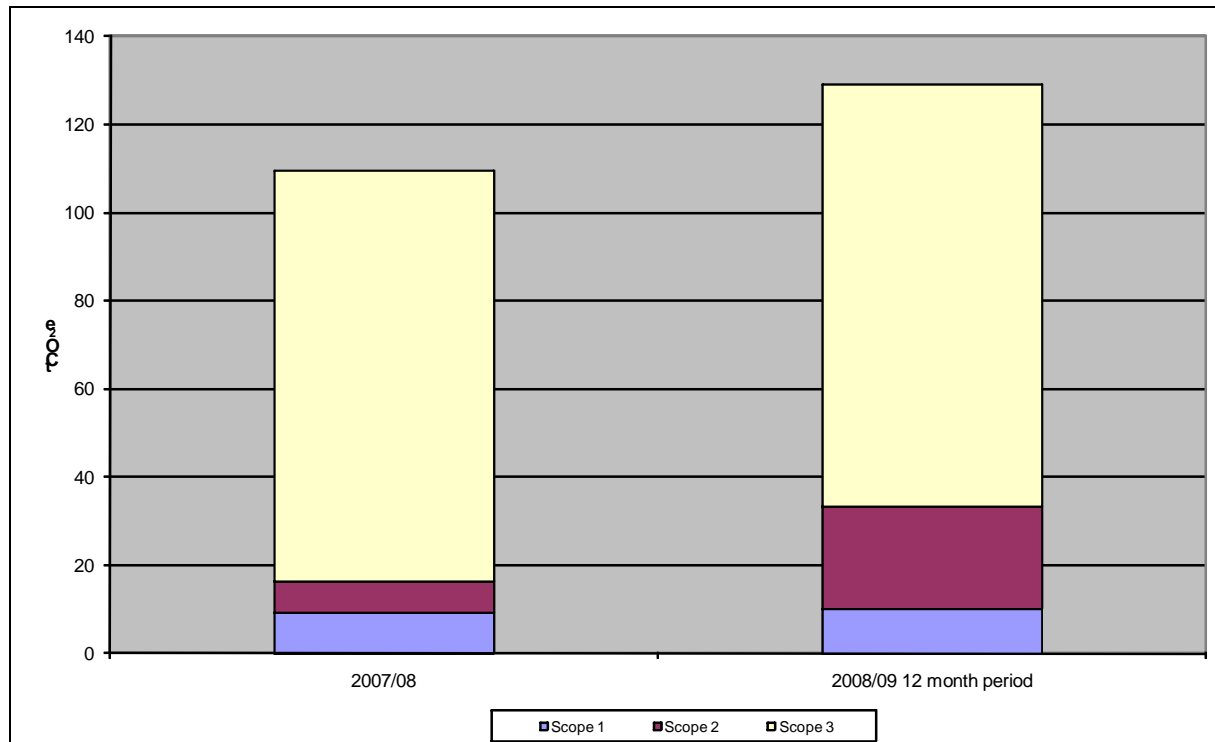
**GHG emissions reduction report against last year's plan** – This is House of Travel at Orbit Ltd second emissions inventory report. Total GHG emissions for House of Travel at Orbit Ltd were 129.22 tonnes of CO<sub>2</sub>e for the 12 month 2008/09 period (based on taking the 14 month measurement and dividing into 12 months) whilst there were 109.49 tonnes of CO<sub>2</sub>e for the base period 01/04/2007 to 31/03/2008. This is an increase of 19.73 tonnes CO<sub>2</sub>e.

The most significant GHG increases occurred for electricity and corporate air travel (international and domestic). The most significant GHG decreases were seen in waste and paper use followed closely by famil air travel (domestic and international).

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## House of Travel at Orbit Ltd



**Offset** – 144 tonnes CO<sub>2</sub>e. Gold Standard VERs<sup>2</sup> from Meridian Energy PRE windpower<sup>3</sup> project. Serial numbers 408063 – 408206 cancelled in the carboNZero programme register. Carbon credits were not required to offset emissions from some purchased electricity as the new Addington office is supplied by from Meridian Energy Emissions (a total of 6.94 tCO<sub>2</sub>e)

**Verified by** – Deloitte

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

**Level of assurance** – reasonable assurance

**Certification status** – carboNZero certified “organisation” covering House of Travel at Orbit Ltd.

**Certificate number** – 2010013J

**Valid until** – 31/08/2010

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

<sup>3</sup> 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](http://www.mfe.govt.nz).