

Summary of carboNZero certification:



House of Travel (Wellington) Limited

House of Travel (Wellington) Limited meets the requirements of carboNZero^{CertTM} certification having measured its greenhouse gas emissions in compliance with ISO 14064-1, committed to 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 including the business units: Orbit Corporate Travel Wellington, Orbit Corporate Travel Massey, Orbit Corporate Travel Albany, House of Travel Wellington, House of Travel Lower Hutt, Adventure Travel and Orbit Holidays.



Introduction¹ – House of Travel is a New Zealand owned and operated company and one of New Zealand's largest travel brands has grown to cover the length and breadth of New Zealand and also has representation in Australia.

The House of Travel Group employs more than 1,400 staff across New Zealand and Australia. House of Travel's corporate arm, Orbit Corporate Travel is one of New Zealand's leading Travel Management companies, combining business excellence with an entrepreneurial spirit to deliver travel products and services that are innovative, leading edge and absolutely customer centric. In addition to the House of Travel group is Adventure Travel who offer 'off the beaten track' travel, tailor-made itineraries and small group holidays.

House of Travel (Wellington) is a locally owned and operated business within the House of Travel Group. The business has outlets in Wellington, Lower Hutt, Palmerston North and Albany. The core business function is the booking of domestic and international travel, whilst specialty travel services are provided within each arm of the business.

House of Travel (Wellington) is serious about lessening our impact on the environment. That's why, in June 2008 House of Travel Wellington became the first travel company in New Zealand to achieve carboNZero certification. This sees us committing to reducing carbon emissions and promoting awareness of efficient environmental practice within our team.

House of Travel (Wellington) has a GHG reduction plan as part of our carboNZero certification.

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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House of Travel (Wellington) outlets include:

House of Travel Lambton Square and House of Travel Lower Hutt

House of Travel has been helping Kiwis see the world since 1987. Our travel consultants have an absolute passion for travel and are experts in putting together the best airfares and important aspects of a holiday such as accommodation, tours, and cruise options.

Orbit Corporate Travel Wellington, Palmerston North and Albany

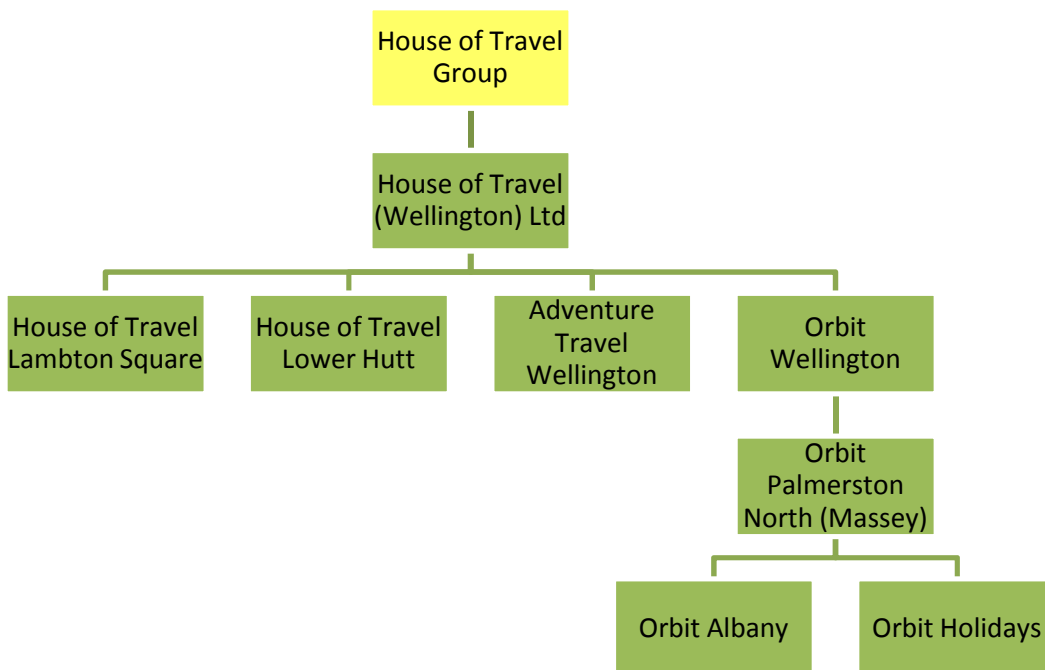
Orbit Corporate Travel Wellington (Orbit) is the specialised corporate arm of House of Travel; a New Zealand owned and operated company and one of New Zealand's largest travel brands. Orbit has over 22 years experience in providing Travel Management Services to Corporate and Government clients and prides itself on delivering clients with an unparalleled level of service, and demonstrably adding value to their travel requirements.

Adventure Travel

Adventure Travel is a boutique travel agency that specialises in travel to far-flung places. Our senior consultants have travelled extensively around the world, and return regularly to places to ensure our knowledge is up-to-date. Our goal is to genuinely connect travellers with the location and its culture. Adventure Travel are travel specialists for the UK and Europe, Travel Evenings, Antarctica and the High Arctic, Tailor-made itineraries, South America and Africa, Small Group Holidays and Asia.

This is House of Travel Wellington Ltd's third GHG emissions inventory report, covering the period from 01/06/2009 to 31/05/2010. The chosen base year calculated for this report is from 01/01/2007 to 31/12/2007.

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



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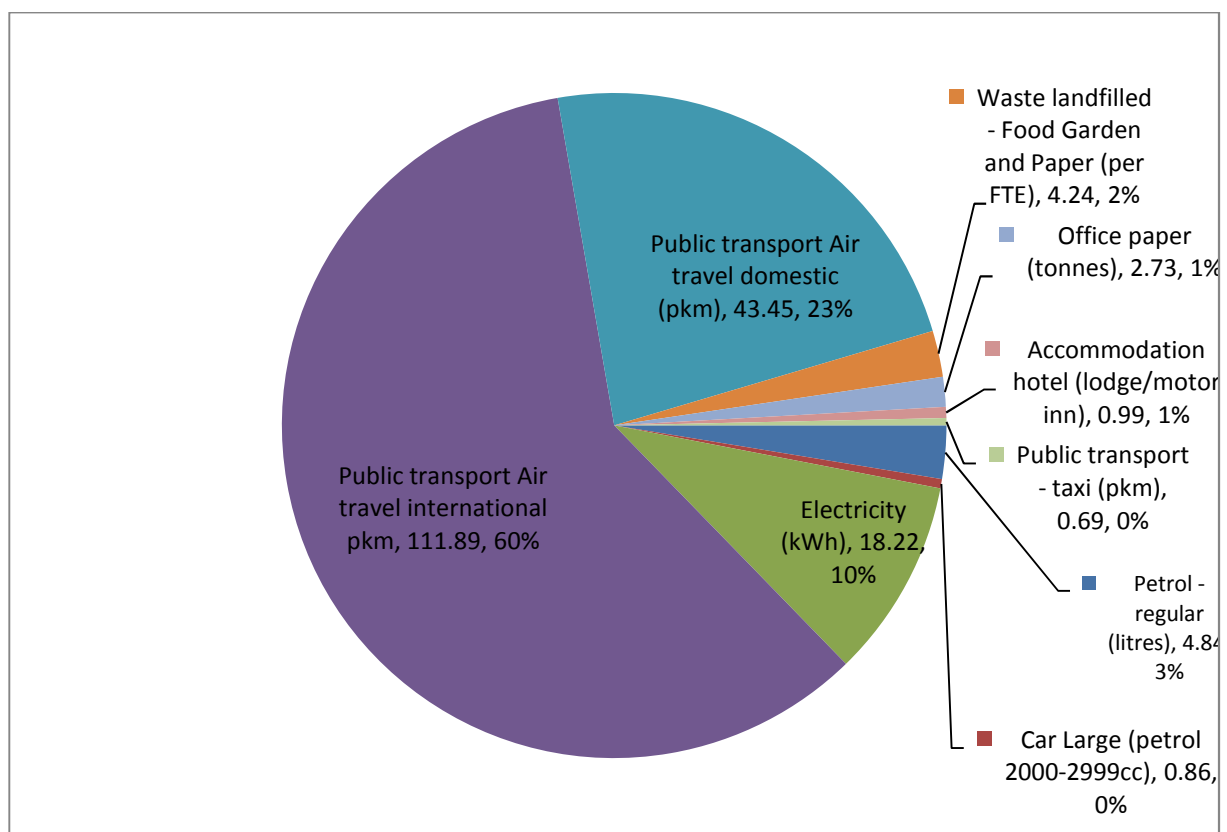
House of Travel (Wellington) Limited

Consolidation approach – operational control

Base year – 01/01/2007 to 31/12/2007

Measurement period – 01/06/2009 to 31/05/2010

GHG emissions source inclusions – the diagram below shows the operational GHG emissions for House of Travel Wellington Ltd by emissions source. House of Travel Wellington Ltd total emissions for this period were 187.91 tonnes carbon dioxide equivalents (CO₂e) comprising 5.70 tonnes CO₂e Scope 1, 18.22 tonnes CO₂e Scope 2 and 163.99 tonnes CO₂e Scope 3 emissions.



GHG emissions source exclusions –

- Outsourced IT (server) hosting and services (GHG emissions from outsourced IT services are likely to be insignificant in the context of the overall inventory)
- Educational/Famil taxi journeys (note that air travel and accommodation are included – other activities are excluded due to insufficient activity data)
- Public transport – train/bus journeys (low level of spending indicates GHG emissions are likely to be insignificant in the context of the overall inventory)

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GHG emissions reduction commitments – House of Travel Wellington has developed a GHG emissions reduction plan. Some projects in this plan include:

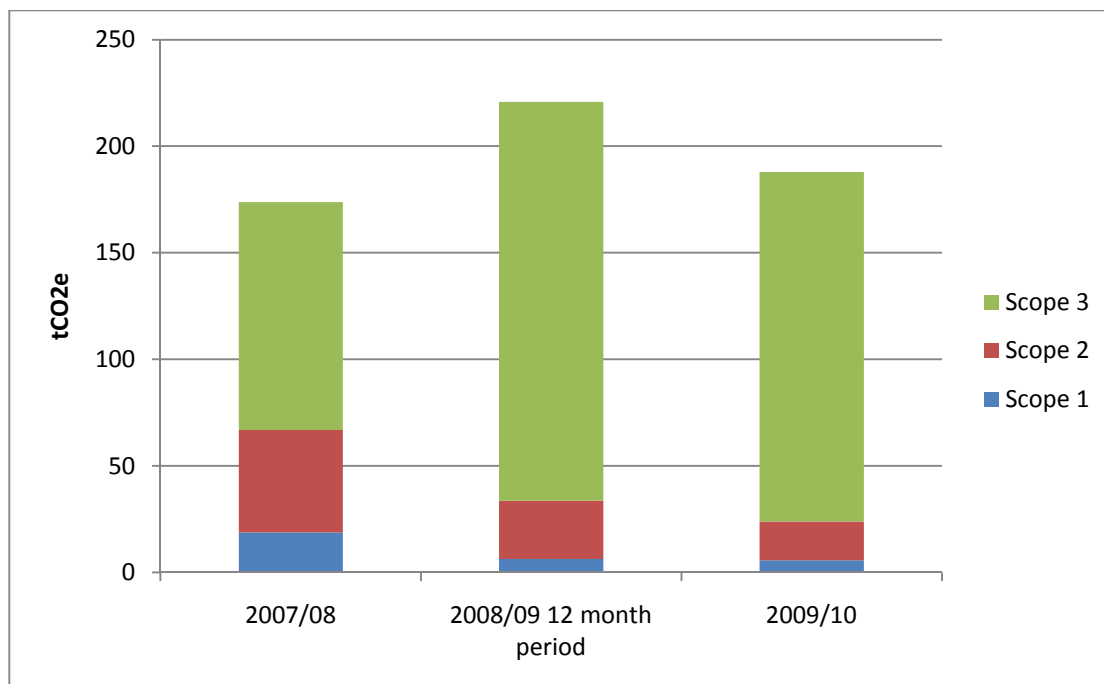
- Reduce domestic air travel (encouragement of video and phone conferencing and webinar use, use trips to full potential with multiple meetings per destination)
- Electricity savings by considering/switching energy efficient equipment (lighting, dishwasher, printer)
- Paper saving (eliminating hard copies of certain activities, defaulting all printers to double sided and black and white)
- Provision of recycling facilities and clear signage
- Consider using carboNZero certified suppliers (taxis, printers)

GHG emissions reduction report against last year's plan – This is the House of Travel Wellington third emissions inventory report. Total GHG emissions for House of Travel Wellington were 187.91 tonnes of CO₂e for the 2009/10 period, whilst there were 173.81 tonnes of CO₂e for the base period 01/01/2007 to 31/12/2007. This is an increase of 14.10 tonnes CO₂e.

Overall emissions for this third year compared to the second year data indicated there was a decrease of 32.86 tCO₂e.

A number of changes to data collection units and the emission factors used have meant that for most activity sources a direct comparison is difficult. Only electricity, domestic and international air travel and accommodation can be directly compared.

The biggest changes were in Scope 3 (increase of 57.10 tCO₂e) and Scope 2 (decrease of 29.92 tCO₂e) emissions. The biggest changes in activities were an increase in international air travel (80%) and a decrease in electricity usage (-62%), compared to the base year.



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Offset – 174 tonnes CO₂e. VERs² from PRE³ Meridian windpower projects. Serial numbers 414886-415059 have been cancelled (or equivalent) on the Markit Environmental Registry. Carbon credits were not required to offset emissions from most of the purchased electricity as from April 2010 all of the business (except the Massey location) used Meridian Energy (a carboNZero certified electricity provider for the same period). This accounted for 14.55 tCO₂e.

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 (Wellington) Limited

Certificate number – 2010149J

Valid until – 30 September 2013

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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

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