

Summary of carboNZero certification:

House of Travel (Wellington) Ltd



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 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 – 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.

The House of Travel (Wellington) Ltd is an owner-operated business within the House of Travel Group. The business has outlets located in Wellington, Lower Hutt, Massey University (Palmerston North) and Albany.

The business draws upon branding and tools developed and marketed by the House of Travel Group, namely Orbit Corporate Travel and House of Travel. In addition, the business has further developed its business entities and has retail outlets at Massey University, Palmerston North and an 'Adventure Travel' outlet at Lambton Quay, Wellington.

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.
- Adventure Travel specialises in provision of travel services catered to the leisure travel market.

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

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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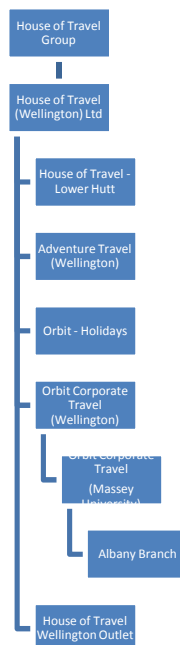


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This is House of Travel Wellington's second GHG emissions inventory report covering the period from 01/01/2008 to 31/05/2009. The chosen base year calculated for this report is from 01/01/2007 to 31/12/2007.

The reason for the change in measurement period is to allow House of Travel Wellington Ltd to align with other House of Travel outlets GHG 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 Travels' 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

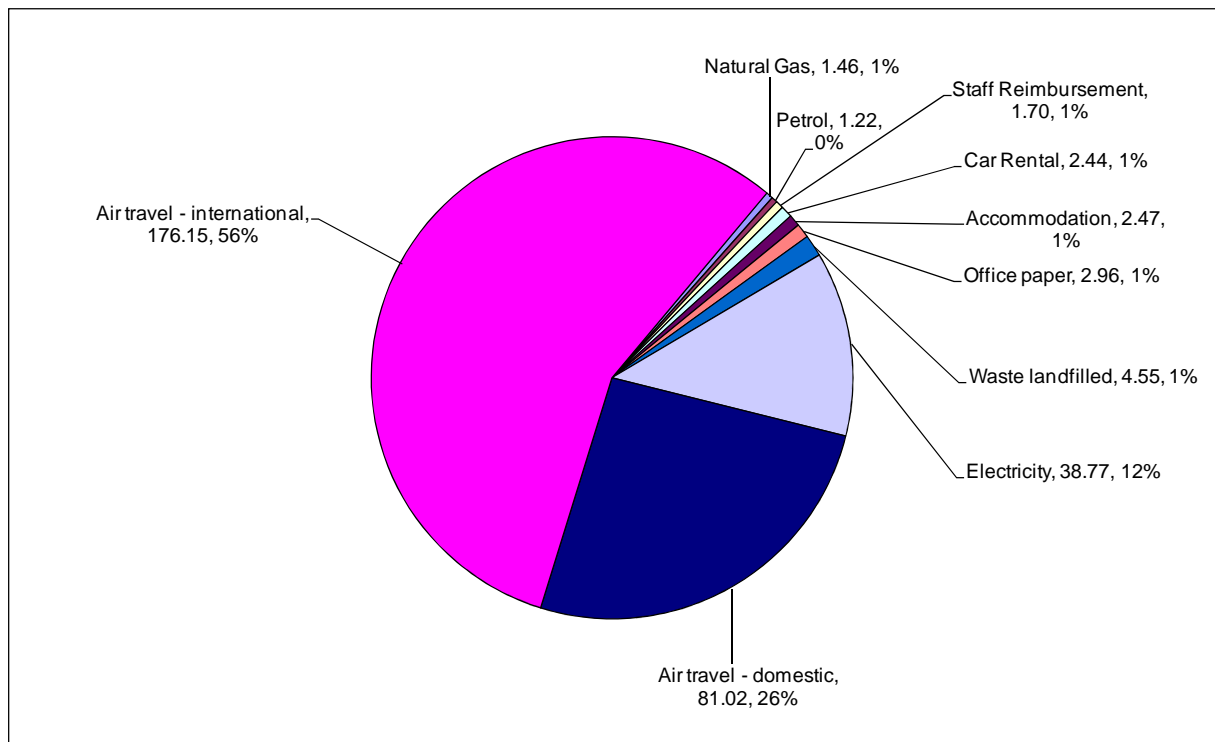
Base year – 01/01/2007 to 31/12/2007

Measurement period – 01/01/2008 to 31/05/2009

GHG emissions source inclusions – the diagram below shows the operational GHG emissions for House of Travel Wellington by emissions source. The organisation's total GHG emissions were 312.75 tonnes of CO₂e for the 17 month period 01/01/2008 to 31/05/2009. To enable comparison with other organisations if this amount was divided into a 12 month period then total emissions would be 220.77 tCO₂e. This comprised of 2% Scope 1 emissions, 12% Scope 2 emissions and 86% Scope 3 emissions.

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GHG emissions source exclusions –

- Educational/Famil activities (note that air travel and accommodation are included – other activities are excluded due to insufficient activity data and emissions factors)
- 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 Wellington has developed a GHG emissions reduction plan. Some projects in this plan include:

- An energy saving campaign
- Provision of recycling facilities and clear signage
- Encouragement of video or phone conferencing use in order reduce domestic air travel

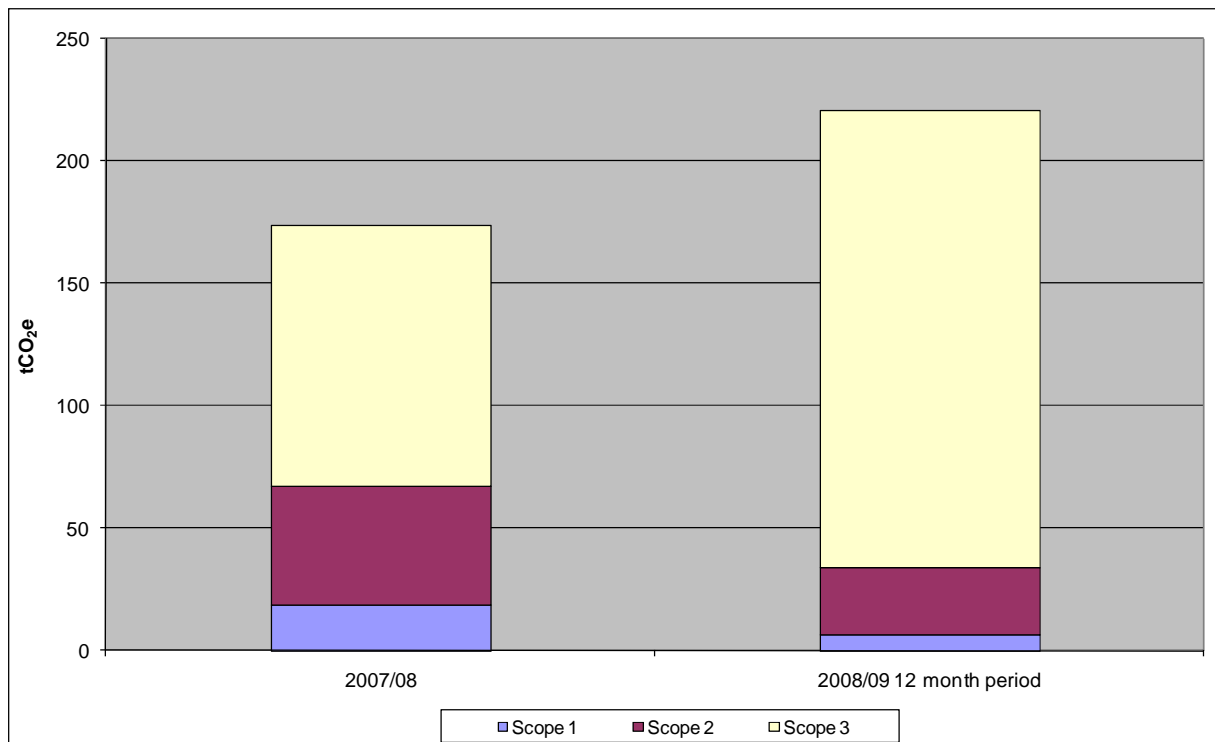
GHG emissions reduction report against last year's plan – This is the House of Travel Wellington second emissions inventory report. Total GHG emissions for House of Travel Wellington were 220.77 tonnes of CO₂e for the 12 month 2008/09 period (based on taking the 17 month measurement and dividing it into 12 months) whilst there were 173.81 tonnes of CO₂e for the base period 01/01/2007 to 31/12/2007. This is an increase of 46.95 tonnes CO₂e.

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 NZ accommodation can be directly compared.

The biggest changes were in Scope 3 (increase of 80.17 tCO₂e) and Scope 2 (decrease of 20.77 tCO₂e) emissions. The biggest changes in activities were increases in domestic and international air travel and decrease in electricity usage.

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Offset – 303 tonnes CO₂e. Gold Standard VERs² from Meridian Energy PRE Windpower project Serial numbers 342944 - 343246 have been cancelled in the carboNZero programme register. Carbon credits were not required to offset emissions from some of the purchased electricity as in September 2008 aspects of the business swapped to Meridian Energy. This accounted for 10.01 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) Ltd.

Certificate number – 2010001J

Valid until – 30 November 2010

House of Travel Wellington Ltd 04 496 3288
1st Floor, Lambton Square www.hot.co.nz
180 Lambton Quay www.orbit.co.nz
PO Box 3646, www.orbitwellington.co.nz
Wellington, 6011 www.adventuretravel.co.nz

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