

## CLIMATE NEUTRAL NOW PLEDGE APPENDIX

Thank you for making a pledge to Climate Neutral Now. To validate your pledge, please complete the form below by answering each one of the following questions and send this document to the UNFCCC secretariat at [ClimateNeutralNow@unfccc.int](mailto:ClimateNeutralNow@unfccc.int)

Please refer to the [explanatory document](#) for further information on how to complete this appendix.

### STEP 1: MEASURE YOUR GREENHOUSE GAS EMISSIONS

1. What is the reporting period for this appendix? (please indicate the calendar or fiscal year, or another period as applicable)

☒ 01/07/2019 – 30/06/2020

☐ One-off initiative

2. What standard or methodology are you using when quantifying your GHG emissions?

ISO 14064

**In addition to ISO 14064-1, we have used the Australian Government's Climate Active Carbon Neutral Standard for Organisations.**

3. Which categories are included in your estimation of emissions?

- ☐ Electricity generation
- ☐ Heat generation
- ☐ Heat consumption
- ☒ Electricity consumption
- ☐ Fuel consumption for purposes other than heat or electricity generation
- ☒ Air travel
- ☒ Transport by car
- ☒ Public transport by bus
- ☒ Public transport by taxi
- ☐ Public transport by train
- ☐ Other modes of public land transport
- ☒ Waste

☒ Water consumption

Please use the following space to provide more details as required, or to indicate **other** categories not listed above, such as Scopes 1, 2 and 3 according to the GHG Protocol:

[Please enter any comments here.](#)

4. Is your GHG data publicly available? If yes, please provide a web link or a copy of the report.

☐ No

☒ Yes

**While we have been certified for a while now, the department has yet to update its Climate Active member website. Our GHG data will be publicly available here: <https://www.climateactive.org.au/buy-climate-active/certified-brands#2>. We will advise once the site has been updated.**

5. Which GHGs are included in your estimation?

☒ Carbon dioxide (CO<sub>2</sub>)

☒ Methane (CH<sub>4</sub>)

☒ Nitrous oxide (N<sub>2</sub>O)

☒ Hydrofluorocarbons (HFCs)

☐ Perfluorocarbons (PFCs)

☐ Sulphur hexafluoride (SF<sub>6</sub>)

[We're not aware of any PFC or SF<sub>6</sub> sources within the reporting boundary.](#)

6. What is the amount of total emissions?

14

Tons of CO<sub>2</sub> equivalent

## STEP 2: REDUCE YOUR EMISSIONS

1. Do you have a greenhouse gas emissions reduction target? If yes, please indicate it.

☒ No

☐ Yes

[Indicate your reduction target here.](#)

2. Please list your greenhouse gas emissions reduction actions here.

Conversio aims to reduce its environmental footprint wherever possible and financially feasible. In July 2020, we moved our CBD office location to The Hub in Adelaide Street, Brisbane, a Climate Active-certified B Corp. We purchase certified carbon neutral office paper. Air travel is kept to a necessary minimum, with every effort being undertaken to maximise the number of client engagements in one trip. A similar approach is taken with local engagements, whereby car travel will only be used if a face-to-face meeting is necessary and public transportation is not a feasible option. To this extend, it is company policy to conduct as many engagements as possible from the office and make use of tele- and video-conferencing options such as Skype or Zoom. All energy consuming equipment is switched off when not in use. This includes IT equipment, printers, as well as lights and air conditioning. Waste materials will be recycled or disposed of in accordance with established best practice and guidance from Brisbane City Council and [recyclingnearyou.com.au](http://recyclingnearyou.com.au). Conversio aims to make as much use of natural lighting and ventilation as possible to reduce energy consumption. Conversio calculates its GHG inventory on a yearly basis and purchases and surrenders enough carbon offset units to offset its environmental impact. In case of any structural changes to our organisation, where these include acquisitions and divestments, and the outsourcing and insourcing of GHG-emitting activities, changes in GHG emissions calculation methodology that would result in a significant change to the GHG emissions figure, or the discovery of an error, or several cumulative errors, that would have a significant impact on the GHG inventory, Conversio will true up carbon offsets at the end of the next reporting period. Conversio is investigating the feasibility of installing additional solar PV capacity at our home office without having to transfer the STCs to the energy retailer/installer

### STEP 3: OFFSET YOUR UNAVOIDABLE EMISSIONS

#### 1. Which categories are being compensated with offsets?

- ☒ All measured categories
- ☐ Some of the measured categories, please select from below
  - ☐ Electricity consumption
  - ☐ Electricity generation
  - ☐ Heat generation
  - ☐ Fuel consumption for purposes other than heat or electricity generation
  - ☐ Air travel
  - ☐ Transport by car
  - ☐ Public transport by bus
  - ☐ Public transport by taxi
  - ☐ Public transport by train
  - ☐ Other modes of land transport
  - ☐ Waste
  - ☐ Water consumption

Please use the following space to provide more details as required, or to indicate **other** scopes not listed above, such as Scopes 1, 2 and 3 according to the GHG Protocol::

**As we have used ISO 14064, emissions are not categorised into scope 1, 2 and 3, but Direct emissions from mobile combustion, Indirect emissions from imported energy, Indirect GHG emissions from transportation, Indirect GHG emissions from services used by organization, and Indirect GHG emissions from products used by organization.**

2. If you are using other offsets in addition to UN Certified Emissions Reductions (CERs), please indicate which ones.

☐ No

☒ Yes

**The Rimba Raya Biodiversity Reserve Project aims to reduce Indonesia's emissions by preserving 91,215 hectares of tropical peat swamp forest. This area, rich in biodiversity including the endangered Bornean orangutan, was slated by the Provincial government to be converted into four palm oil estates. Nearly 100% of the project area is a wetland reserve, conservation of which protects critical resources, including some 64 billion litres of water flow per month and maintains a fish nursery area for the Seruyan River basin. Located on the southern coast of Borneo in the province of Central Kalimantan, the project is also designed to protect the integrity of the adjacent Tanjung Puting National Park, by creating a physical buffer zone on the full extent of the ~90km eastern border of the park. This project is CCBS certified.**

3. How many tons of CO2 equivalent are you offsetting during this period?

25

tons of CO2 equivalent

4. How many CERs are you using during this period?

20

CERs

5. Which platform did you use to purchase the CERs?

☒ United Nations Carbon offset platform

☐ Others

[If others, please specify here.](#)

6. Please provide proof of purchase/cancellation of the CERs here or attach it to your e-mail or provide a link to a relevant public registry/website.

# CLIMATE NEUTRAL

MEASURE  
REDUCE  
OFFSET **NOW**

## APPENDIX PLEDGE

See attachment provided in email, as well as here:

<https://registry.verra.org/myModule/rpt/myrpt.asp?r=206&h=115232>.

Global Climate

United Nations Climate Change

Action



**United Nations**

Framework Convention on  
Climate Change