

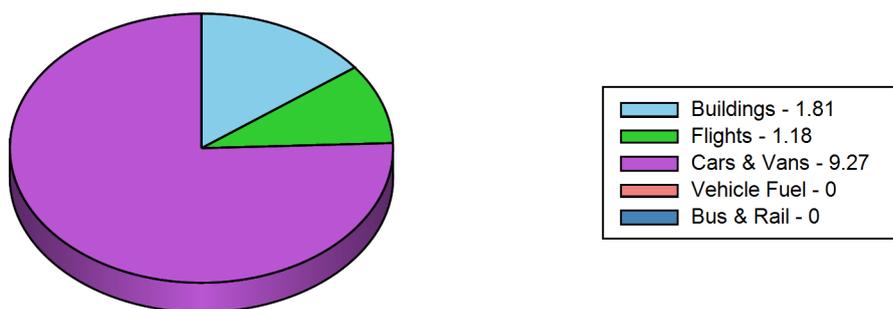


## Self Assessed Carbon Footprint Results For hr computes

### Executive Summary

Company name	hr computes
Data completed by	zorand
No of employees	4
Data period	1 January 2015 to 31 December 2015

Total carbon footprint is 12.26 tonnes CO<sub>2</sub>e



Need to discuss/need more help  
Please call our Team on +44 (0) 1256 345645.

#### Disclaimer

The results reported herein have been calculated automatically using DEFRA and other internationally recognised metrics from data submitted by the client. No checks have been made on the validity or completeness of the data that the client has entered. Carbon Footprint Ltd always recommends that input datasets should be verified by a qualified environmental consultant, to confirm validity of results.

## Introduction

### Scope of this calculation

This on-line Carbon Footprint assessment summarises the carbon emissions resulting from energy usage by the Company's operations.

### What is a carbon footprint?

A carbon footprint is a measure of the impact our activities have on the environment in terms of the amount of green house gases produced, measured in units of carbon dioxide equivalent (CO<sub>2</sub>e). It is also increasingly becoming a common measure of resource efficiency for businesses and is frequently requested in sales tender information.

A carbon footprint is made up of the sum of two parts, the direct / primary footprint and the indirect / secondary footprint.

- 1 The primary footprint is a measure of our direct emissions of CO<sub>2</sub>e from the burning of fossil fuels including domestic energy consumption and transportation (e.g. car and plane).
- 2 The secondary footprint is a measure of the indirect CO<sub>2</sub>e emissions from the whole lifecycle of products we use - those associated with their manufacture and eventual breakdown. The secondary footprint includes the energy used to manufacture items that the company may use but do not have direct control of. E.g. although a company is likely to use PCs, it would be very difficult to determine the carbon used in the manufacture and delivery process, as the end user has no visibility of control of these items.

For businesses, the assessment focuses on the primary footprint, as this is something that the organisation will have direct control of.

We ask companies to recognise that there is a secondary footprint though and select suppliers based on their environmental credentials, as well as price and performance.

### How is the carbon footprint calculated?

This calculation of your Company's carbon footprint has been made through a combination of datasets, entered on-line.

The calculation uses metrics developed by the UK Department for Environment, Food and Rural Affairs (DEFRA) and other internationally recognised sources.

The primary carbon footprint calculation includes:

- Fuel usage for heating, cooking and powering electrical equipment
- Passenger transportation, including Car, Rail and Air Flights made for business activities
- Freight transportation, including Road, Rail, Air and Shipping (if applicable)
- Process related green house gas emissions

## Why is it important for Businesses?

A Carbon Footprint provides a measure of resource efficiency within an organisation.

This is important as businesses increasingly need to:

- Disclose their Carbon Footprint - either for supply chain/ sales tendering requirements or for ISO14001 Environmental Management Systems.
- Comply with legislative requirements - e.g. new Mandatory Greenhouse Gas reporting (initially for main market LSE companies from 30 September 2013)
- Differentiate their businesses
- Reduce operational costs
- Manage employee and other stakeholder relations - candidate employees and staff prefer to work for business that are environmentally sustainable. Stakeholders also prefer this. Carbon Footprinting provides a means to measure and from there to manage carbon performance.

## Sources / References

The calculations for primary emissions are based on conversion factors sourced from

- Department for Environment, Food and Rural Affairs (DEFRA) - UK
- World Resource Institute (WRI) Greenhouse Gas (GHG) Protocol
- Vehicle Certification Agency (VCA) - UK
- US Environmental Protection Agency (EPA) - USA
- US Department of Energy (DOE) - USA
- Green House Office - Australia
- Standards Association (CSA) GHG Registries - Canada

## Summary of Data Supplied

### Buildings

Tonnes of CO2e	Energy Type
1.06	484 USD (\$) of electricity in New Jersey
0.75	194 USD (\$) of natural gas in New Jersey
<b>1.81</b>	<b>Total building emissions footprint</b>

### Flights

Tonnes of CO2e	Flight Details
1.18	5 x Economy class direct one way flight from LAX to TLH
<b>1.18</b>	<b>Total footprint for flights</b>

### Cars & Vans

Tonnes of CO2e	Car & Van Details
0.95	1940 miles in a USA 2003 HONDA ODYSSEY 2WD 3.5, Auto(L5)
8.32	21925 miles in a USA 2007 LEXUS IS 250 2.5, Auto(S6)
<b>9.27</b>	<b>Total footprint for cars &amp; vans</b>

### Vehicle Fuel

Tonnes of CO2e	Fuel Details
0	(no data supplied)
<b>0</b>	<b>Total footprint for vehicle fuel</b>

### Bus & Rail

Tonnes of CO2e	Mode Of Transport
0	(no data supplied)
<b>0</b>	<b>Total bus &amp; rail footprint</b>

## Recommendations

- The results reported have been calculated automatically, using DEFRA and other internationally recognised metrics. Datasets have been entered entirely by the client and no checking has been made by Carbon Footprint Ltd as to the validity or completeness of these data. We strongly recommend that datasets should be verified by a qualified environmental consultant, to confirm validity of your results. We recommend that a full green house gas emission assessment should now be undertaken and that the Green-House Gas (GHG) protocol for Corporate Emissions reporting is followed / alignment with international standards such as ISO14064-1 is made.
- Calculations, if performed by own staff should always be verified by an independent and qualified environment consultant, particularly if the results are required for company or legislative reporting requirements.
- These results should be used as a baseline to define your Carbon Management Programme. You should set up a review with your Top Team and use it to define your Carbon Management Plan for the rest of the year and until your next carbon footprint assessment.
- You should target your carbon reduction programme, not just at what are the biggest sources of your footprint, but what are the easiest to reduce that will help you to demonstrate success within your organisation, drive cultural/behavioural change, from which larger reductions become more achievable.
- Assess sources of funding support/ financial benefits /subsidies that you can access to develop further your programme, train your team or for capital expenditure to fund low carbon equipment
- Understand how your company ranks against your competitors. Assess your business against your 5 main competitors for a range of Sustainability criteria to see where you are. This will then enable you to position your marketing (and avoid getting overstepped by your competitors).
- Consider whether assessing the carbon content within your products/services would benefits your business – in terms of answering client/prospect requirements or to help you to "design for the environment" your offerings.
- Consider how carbon offsetting plays a role in your organisation, in helping achieve carbon neutrality. This can be a strong marketing differentiator, and also provide structure to your Corporate and Social Responsibility (CSR) activities.
- Put together a communications plan – ensure that your marketing reaches external audiences (in a way they understand and wish to be presented to) and as importantly to your colleagues to facilitate "buy in" and culture change.
- Schedule to complete your next Carbon Footprint assessment in 12 months time.

## Funding & Further Support

**Carbon Footprint Ltd provides a full range of highly cost effective carbon and sustainability services, ranging from GHG emission audits, carbon management planning strategy workshops, implementation support, specialist carbon marketing & communications support to maximise the impact of your programmes. We also provide high quality carbon offsets to render your organisation carbon neutral.**

**We are frequently also able to identify funding for your organisation to further assist you.**

### Further Support

Should you need additional support in your carbon management or wider sustainable programme, we provide a full range of highly cost effective services to extend the reach of your programme.

- Carbon and Sustainability Workshops - to engage staff and management teams, to get agreement on strategy, goals, targets and actions.
- Carbon Management Planning - documenting a management plan to help drive performance and meet your targets.
- On Site Energy Surveys - to identify specific where you can make savings to your energy usage. Identify solutions and showing the return on investment as well as the carbon savings.
- Carbon Offsetting - to generating strong marketing messages, and providing structure to your CSR activities to engage staff and customers.
- Data Collection & Monitoring Systems - design and development of automated systems, to save you time and ensure accurate data collection.
- Staff Training & Engagement - getting your staff involved and motivated to help achieve your business goals, through workshops and e-learning courses.
- Marketing Communications - accurate, responsible and creative promotion of your credentials, to your internal and external stakeholders, to help maximise your ROI and avoid common pitfalls.
- Product Lifecycle Assessments (LCA) & Carbon Labelling - Differentiating your product from your competitor from cradle to grave.
- Sustainable Policy - Facilitating your Board of directors to develop a pragmatic Sustainable Policy and roadmap for your business.
- General consultancy support - Assisting you in whatever way you need to make your carbon, environmental and sustainability programme deliver value to your business.

Please ask, if you would like more information on any of these services.

**Please call our team to discuss your carbon/sustainability programme needs.**

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