



Optia Partners NoCO2 Reassessment Report 2009 Calendar Year

The Carbon Reduction Institute welcomed Optia Partners into the NoCO2 certification program in October 2008. In doing so, CRI undertook an audit of the greenhouse gas (GHG) emissions produced from the operations of Optia Partners for the purpose of reducing and offsetting these emissions.

This initial audit considered all GHG emissions sources within the boundaries outlined in the NoCO2 program over the 2007 calendar year. As part of the recertification process, CRI audits and reports on the continuing emissions of Optia Partners, allowing Optia Partners to continue to maintain a carbon footprint of zero.

This re-audit found that Optia Partners emissions have decreased from **265.09** to **82.70 tonnes of CO₂e** during the period of calendar year 2009. This represents a 68% decrease in overall emissions compared to 2008 due to a large reduction of flights taken over 2009 compared to historical levels.

This year's audit results along with previous reporting periods are presented in this report and is summarised by source in Figure 1 shown below.

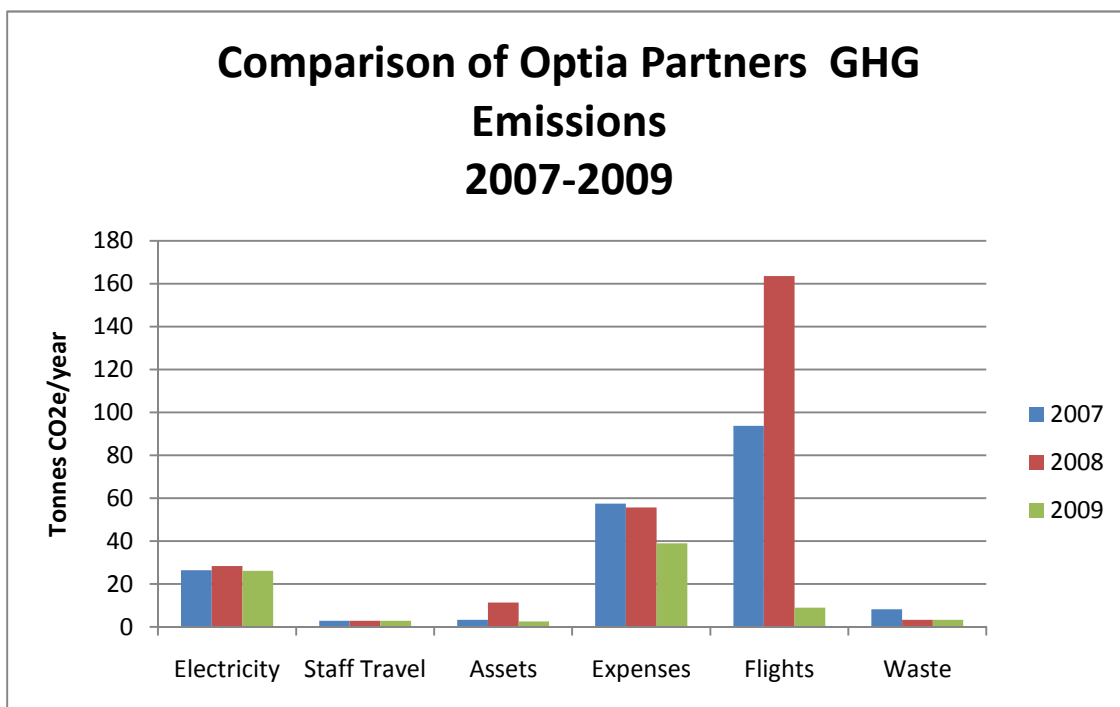


Figure 1: Emissions Comparisons 2007, 2008 and 2009

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Audit Data

The Carbon Reduction Institute collected data from Optia Partners. This data allowed CRI to calculate Optia Partners’ carbon footprint. The methodology used in calculating these emissions are provided as a separate document entitled “Greenhouse Accounting and Methodology Background.” The final calculations are shown in the table below.

Table 1: Emissions by Scope and Source

Scope	Emission Source	Emissions (tCO ₂ e/year)		
		2007	2008	2009
Scope 2 & 3	Electricity	26.39	28.30	26.08
Scope 3	Staff Travel	2.81	2.81	2.81
	Assets	3.36	11.28	2.56
	Expenses	57.54	55.74	39.02
	Flights	93.80	163.60	8.91
	Waste	8.29	3.35	3.32
	Total	192.18	265.09	82.70

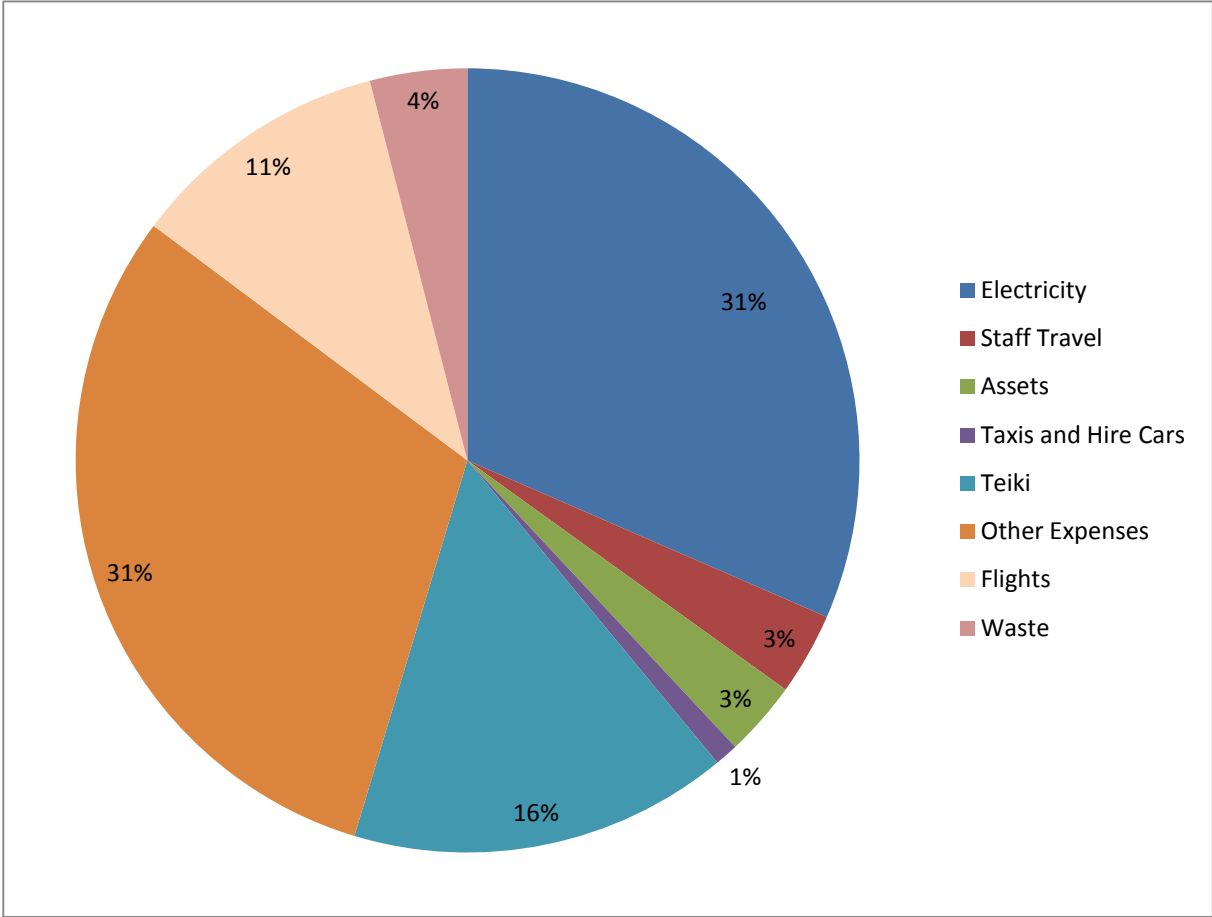


Figure 2: Emissions by sources (%)

Analysis of Data

This audit found that Optia Partners' footprint for calendar 2009 was **82.70 tonnes of CO₂e**, which is a 68.8% decrease compared to the calendar 2008 footprint of **265.09 tonnes of CO₂e**. The main cause of this decrease is due to a reduction in flights emissions of 95%.

The reduction in emissions from flights has greatly decreased the whole carbon footprint of the company. This could be done by reducing the number of flights and the distance travelled by picking locations closer to home. The actual contributing flights would appear to be a one off event for a large number of participants.

Other emissions sources which saw major reductions in emissions for 2009 were a reduction in the emissions from Optia's assets, which were reduced by 77% compared to the previous year. The emissions from expenses were reduced by 30% compared to 2008, with the major contributors to the emissions in expenses being the marketing expenses and staff transportation costs.

Within their office Optia Partners also decreased their emissions from electricity use and waste production by 8% and 1% respectively.

NoCO2 Certification

This audit found that Optia Partners calendar 2009 footprint was 82.7 tonnes of CO₂e. This represents a 68% decrease in attributed emissions compared with the 2008 footprint of 265.09 tonnes of CO₂e. This decrease is mainly caused by a large reduction in emissions from flights although all of Optia's emissions sources saw reductions in 2010.

Optia Partners certified as a NOCO2 business on the 28th of October 2008, committing to carbon neutrality by offsetting all of their emission impacts.

In 2008 Optia Partners produced 265.09 tonnes of CO₂e. Optia Partners was certified for only 64 days in 2008 – from 28th of October until the 31st of December. Apportioning the emissions based on the number of days of the year that Optia was certified Optia Partners produced 47 tonnes of CO₂e over this period.

Since its certification Optia has purchased 205.75 tonnes CO₂e worth of offsets. The emissions in 2009 were much lower than previous years, at 82.7 tCO₂e, meaning that Optia partners has enough offsets in its account to cover these emissions.

Optia Partners currently has 86.76 offsets in its balance which should be sufficient to cover the emissions from 2010 if business activities are similar to the 2009 year. A reaudit will be conducted after the end of 2010 to calculate the actual emissions that Optia Partners is responsible for this year.

We thank Optia Partners for accounting for the impact they have on our climate and look forward to continuing our relationship.

Appendix

Flights

The emissions from work-flights taken by Optia’s staff were calculated with respect to the distance between the airports, the emissions factor associated with passenger flights, the Radiative Forcing Index factor and the Greater Circle Flight factor as shown in the equation below.

Equation 1: Emissions from Air Travel

Scope 3 Air Travel Emissions

$$= \text{Distance (km)} \times \text{Emissions Factor} \left(\frac{\text{kgCO}_2\text{e}}{\text{km}} \right) \\ \times \text{Radiative Forcing Index Factor} \times \text{Greater Circle Flight Factor}$$

Table 2: Flights undertaken by Optia Partners

Flight	From	Destination 1	Return (Y/N)	Number of Passengers	tCO ₂ e of one trip (one way) Destination 1	Total CO ₂ e (Tonnes)
1	Tokyo	Manila	Y	1	1.11	2.23
2	Tokyo	Manila	Y	2	1.11	4.45
3	Tokyo	Manila	Y	1	1.11	2.23
Total CO₂e:						8.91

Waste

Optia provided information to CRI detailing the quantity of waste regularly sent to the landfill as a result of its business operation. CRI then extrapolates this data to estimate the organisation’s annual amount of waste.

Table 3: Waste from Optia Partners

No of Bins	Bin Size (L)	How often emptied per week	Total Volume of Waste per Year (m ³)	Type of Waste	Conversion Factor from m ³ to tonnes	Total Tonnes of waste	Type of Waste	Tonnes CO ₂ e/tonne waste	Tonnes CO ₂ e
1.00	510.00	1.00	26.52	Co-Mingled	0.13	3.32	Municipal Solid Waste	1.00	3.32
Total:			26.52			3.32			3.32

Electricity

Equation 2: Emissions from Electricity Usage

$$\text{Electricity Emissions} = \text{No. of Units (kWh)} \times \text{Emissions Factor} \left(\frac{\text{tCO}_2\text{e}}{\text{kWh}} \right)$$

Table 4: Emissions from Electricity Usage

Electricity Usage for Optia Partners for 2009						
Country	Period Start Date	Period Finish Date	No of Days	Electricity Usage (kWh)	Scope 2 & 3 kgCO ₂ e/kWh	Total Emissions tCO ₂ e
Japan	15/12/2008	14/1/2009	30	3,479.00	0.43	1.49
Japan	14/1/2009	12/2/2009	29	4,765.00	0.43	2.04
Japan	12/2/2009	16/3/2009	32	5,044.00	0.43	2.16
Japan	16/3/2009	15/4/2009	30	4,081.00	0.43	1.75
Japan	16/4/2009	14/5/2009	28	3,519.00	0.43	1.51
Japan	14/5/2009	15/6/2009	32	5,325.00	0.43	2.28
Japan	16/6/2009	14/7/2009	28	6,175.00	0.43	2.65
Japan	15/7/2009	12/8/2009	28	6,886.00	0.43	2.95
Japan	13/8/2009	14/9/2009	32	7,547.00	0.43	3.23
Japan	15/9/2009	14/10/2009	29	4,458.00	0.43	1.91
Japan	15/10/2009	16/11/2009	32	4,473.00	0.43	1.92
Japan	17/11/2009	14/12/2009	27	3,773.00	0.43	1.62
Total for Period			357	59,525.00		25.51
Total for Year			365	60,858.89		26.08

Assets

CRI used Optia's Assets Register to calculate the embodied emissions from Optia's assets. The embodied emissions calculations for the depreciated assets by Optia this year are shown in the Table below. The column code and sector number are references to the *Embodied Energy and Emissions Intensity Data for Japan using Input-Output tables (3EID)*.

The input output tables from this report presents greenhouse intensities per Yen spend from hundreds of different sectors of the Japanese economy. The input output data presented in this table is configured from 2000 census data, and is presented in kgCO₂-e per Yen spent in that sector. Due to inflation and the reduction in the intensity of greenhouse gas emissions across many sectors of the economy, emissions per yen will not be at the same intensity as they were in 2000. To improve the fairness and accuracy of its calculations, CRI has adjusted the "per Yen" emission factors by a multiplier of 0.92.

Table 5: Emissions calculations for Assets

Item	tCO ₂ e/year	Category
Partition	0.03	Furniture
Partition	0.04	Furniture
Partition	0.05	Furniture

Office Renovation	1.11	Non-Residential Construction
6F Mtg room	0.05	Non-Residential Construction
Work Space renovation	0.12	Non-Residential Construction
6F Mtg room expansion	0.18	Non-Residential Construction
7F Mtg room expansion	0.64	Non-Residential Construction
4F Renovation	0.06	Accommodation, Cafes and Restaurants
PC	0.00	Electrical Equipment
Carpet	0.04	Fibres Yarns and Fabrics
Telephone Equipment	0.06	Electrical Equipment
Multifunction copy/Fax Machine	0.06	Electrical Equipment
A painting for the reception area	0.02	Paints
Telephone Equipment	0.11	Electrical Equipment
TV Conference Equipment	0.09	Electrical Equipment
Total Asset (tCO₂e/year)	2.56	

Expenses

Similarly to Assets, the expenses were calculated based on emissions per yen values sourced from the 3EID report.

Table 6: Emissions Calculations for Expenses

Item	tCO ₂ e/year	Category
Accountancy fees	0.39	Judicial, financial and accounting services
Advertising	0.06	Advertising services
Bank Charges	0.33	Judicial, financial and accounting services
Domain name costs	0.01	Information services
Journals and periodicals	0.00	Judicial, financial and accounting services
Legal fees	0.27	Judicial, financial and accounting services
Marketing	8.63	Advertising services
Office Supplies	1.87	Stationary
Postage	0.12	Postal service
Printing & Stationary	2.19	Printing, plate making and book binding
Recruitment costs	3.08	Information services
Staff amenities	1.10	Tea and Roasted Coffee
Subscriptions	0.15	Publishing
Trains	0.50	Railway Passenger Transport
Teiki	12.94	Railway Passenger Transport
Taxis and Hire Cars	0.80	Taxi and Hired Car with Driver
Telephone	3.82	Fixed telecommunication
Website	1.98	Information services
Christmas dinner	0.27	Eating and drinking places for pleasures
Christmas dinner	0.49	Eating and drinking places for pleasures
Total	39.02	