

# Summary of CEMARS<sup>®</sup> certification:



## Croxley Stationery Limited

*Croxley Stationery Limited meets the requirements of CEMARS<sup>®</sup> certification having measured its greenhouse gas emissions in compliance with ISO 14064-1, and committed to managing and reducing its emissions in respect of its organisation, including all of its manufacturing operations and offices in New Zealand, and inwards and outwards freight.*

# CROXLEY

**Introduction<sup>1</sup>** – Croxley Stationery Limited is a 100% subsidiary of OfficeMax New Zealand Limited, and is New Zealand's largest manufacturer of stationery products. Croxley has been an iconic New Zealand business for more than 125 years. Of all the products that Croxley sells, 50% are made in New Zealand and they employ 320 people in New Zealand.

Croxley Stationery operated at a total of 4 sites (Avondale, Wiri, Wellington and Christchurch) during the reporting period. Avondale is the head office and Croxley Stationery's manufacturing site. Croxley Stationery has a major distribution centre located at Wiri, a small sales office in Wellington, and an office and warehouse operation in Christchurch.

Croxley Stationery has two separate business units that operated under different names during the reporting period: Nutech IT Supplies, located at the Avondale site, is a leading distributor of printer consumables and imaging products, and the country's largest re-manufacturer and recycler of inkjet and toner printer cartridges. Codafile is a supplier of products and services covering records management consultancy, records management software, and consumable items to cater for all filing and storage.

Croxley Stationery has invested in environmental accreditation programmes such as Enviro-Mark<sup>®</sup>NZ and Environmental Choice. These programmes are important in creating robust systems for managing potential impacts Croxley Stationery has on the environment and its communities. Croxley Stationery sources all wood pulp and paper from suppliers certified by the Forest Stewardship Council (FSC). Croxley Stationery is focused on providing industry leadership and is an active member of the New Zealand Paper Forum.

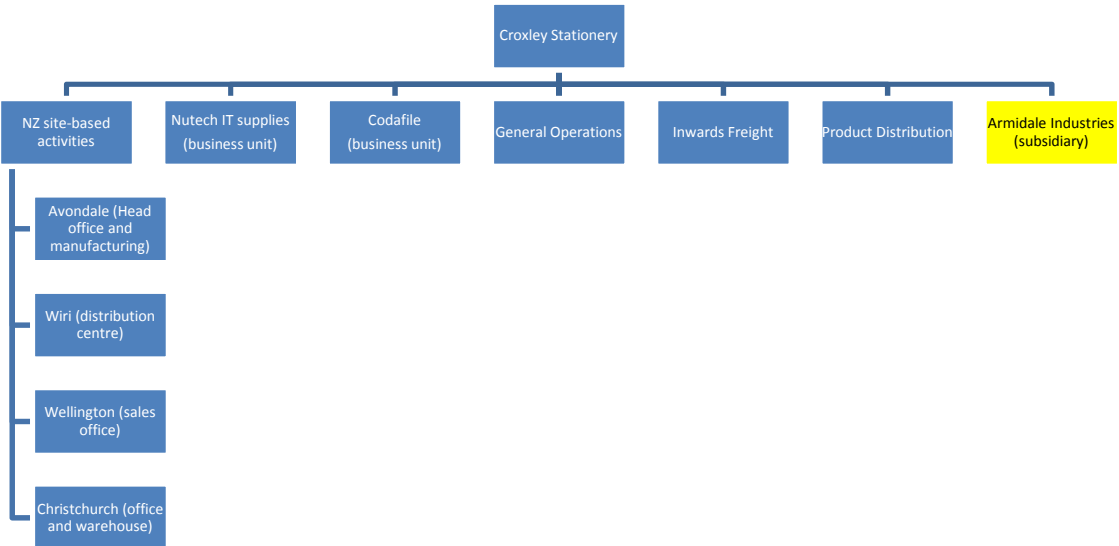
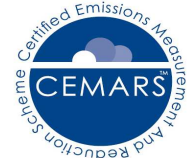
**Boundary** – the diagram below shows the organisational structure used for describing Croxley Stationery's greenhouse gas (GHG) emissions inventory, and what business activities were included in the CEMARS certification. Business activities in yellow were excluded from the certification. Armidale Industries is a small manufacturer and wholesaler of filing systems located in Wellington. This subsidiary is 66% owned by Croxley Stationery, and was excluded due to lack of operational control.

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<sup>1</sup> **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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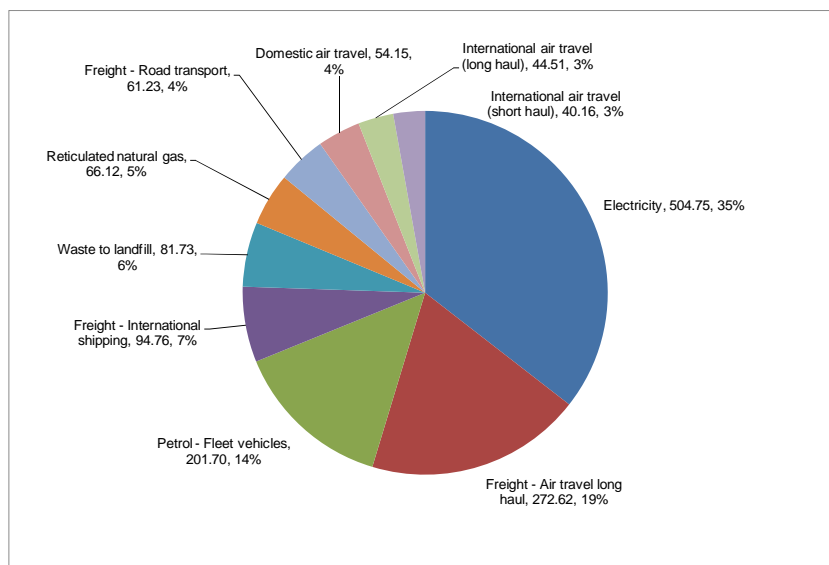


### Consolidation approach – operational control

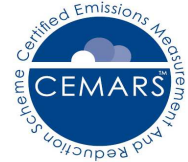
Base year – 01/01/2008 to 31/12/2008

Measurement period – 01/01/2009 to 31/12/2009

**GHG emissions source inclusions** – the diagram below shows the operational GHG emissions for Croxley Stationery by emissions source. Croxley Stationery's total emissions for this period (FY 2009) were 1480.20 tonnes carbon dioxide equivalents (CO<sub>2</sub>e), all of which were operational emissions and which comprised 321.59 tonnes CO<sub>2</sub>e Scope 1, 504.75 tonnes CO<sub>2</sub>e Scope 2 and 653.86 tonnes CO<sub>2</sub>e Scope 3 emissions.



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**GHG emissions source exclusions** – the following emissions sources were identified and excluded from the inventory:

- Reimbursed vehicle travel – due to lack of activity data and that estimated emissions are less than the *de minimis* of 1%
- Waste to landfill at Wellington and Christchurch sites – due to lack of activity data and that estimated emissions are less than the *de minimis* of 1%
- HFC refrigerants at Wellington site – due to lack of operational control

**GHG emissions reduction commitments** – Croxley Stationery has developed a GHG emissions reduction plan that builds on measures already in place at Croxley Stationery. Some of the new initiatives in this plan include:

- reduce GHG Emissions from Petrol use by 2% by changes in vehicle use policy
- reduce GHG Emissions from LPG use by 5% by maximising use of new fleet of battery-powered forklifts
- reduce GHG emissions from Electricity use by 5% by implementing a variety of measures, including updating of machinery in the manufacturing process
- reduce waste to landfill by 15%, by recovering high value waste for re use and educating staff.

**GHG emissions reduction report against last year's plan** – Croxley Stationery achieved a 23% reduction (103 tonnes CO<sub>2</sub>e) in total emissions from the total emissions of the previous reporting period, The most significant decrease in emissions occurred for electricity: these emissions were reduced by 33% (246 tCO<sub>2</sub>e). Although part of this decrease can be attributed to a decrease in the average emissions factor applied, there was still a 14% reduction in electricity consumption.

Overall, emissions associated with site energy use (electricity, reticulated natural gas) decreased by 205 tCO<sub>2</sub>e (26%), and is likely to have been associated with the consolidation of manufacturing at just one site in 2009.

Other significant decreases in emissions were those associated with fleet vehicle fuel (a reduction of 12%) and waste to landfill (a reduction of 18%), and

Overall, the total of Scope 1 emissions decreased by 1%, and the total of Scope 1 and 2 emissions combined decreased by 23% (249 tCO<sub>2</sub>e) from the previous reporting period. Scope 3 emissions increased by 146 t CO<sub>2</sub>e (29%).

The most significant increases in emissions have occurred for reticulated natural gas, international and domestic air travel, and international shipping freight.

Emissions intensity (as measured by tCO<sub>2</sub>e per 1000 tonnes of distributed goods) of the product distribution business activity has decreased by 42%, and using the same measure, the emissions intensity of the manufacturing site(s) has decreased by 66%, and the emissions intensity of total Croxley operational emissions has decreased by 58%.

**Verified by** – AsureQuality

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**Threshold of materiality** – Excluded emissions do not exceed 5% of the total footprint for organisation stated.

**Level of assurance** – reasonable assurance

**Certification status** – CEMARS certified “organisation” including all of its manufacturing operations and offices in New Zealand, and inwards and outwards freight.

**Certificate number** – 2010143J

**Valid until** – 30 April 2013