FUJIFILM

Fujifilm Business Innovation New Zealand 2020 Greenhouse Gas Report & Inventory

Prepared in accordance with ISO14064-1:2018

Verified to reasonable level of assurance (Scope 1 and 2) and limited level of assurance (Scope 3)

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Chapter 1: General description of the organisation goals and inventory objectives

Introduction and reporting period

This report is prepared in conformance to ISO14064-1:2018. It serves as a representation of Fujifilm New Zealand's (FBNZ) Greenhouse Gas (GHG) summary for the 2021 reporting period covering FY20 data (1 April 2020-31 March 2021).

Company profile and description of the reporting organisation

In terms of corporate profile, FBNZ is a sales subsidiary of Fujifilm, which is wholly owned by

FUJIFILM Holdings Corporation. It is governed by Fujifilm Asia Pacific, based in Singapore.

FBNZ's primary products and services are:

- Multi-function printing technologies and software
- Production printing technologies and software
- Information management software
- Workflow software
- Business process outsourcing services

As a New Zealand business and industry leader, FBNZ helps customers of all sizes and in all fields, ranging from graphic arts and agriculture to manufacturing, education and healthcare, and the government sector, to solve complex document-related issues and streamline their workflows and processes. Headquartered in Auckland, in FY20, it had approximately 642 employees based at 23 locations, serving customers nationwide.

Report uses, availability, and dissemination

In terms of primary uses, this report has been prepared towards GHG inventory verification with McHugh & Shaw aligned with Climate Leaders Coalition 2019 Statement requirements, and

potential emission offsetting. However, alongside the annual sustainability report, this report may provide detailed information for other users wishing to know greater depths of insight relating to GHG emissions for the company. It will be furnished upon request.

The GHG inventory has been verified by McHugh & Shaw Limited to reasonable assurance for scope 1 and 2 emissions and limited assurance for scope 3. The verification is to the mandatory requirements of ISO 14064-1:2018 using the verification protocol outlined in ISO 14061-3:2019.

Additional information

Further publicly available sustainability information providing background to the GHG emissions discussion here may be found in the FBNZ 2020 Sustainability Report, available here: https://www-fbnz.fujifilm.com/en/Sustainability/Sustainability-Report

Report preparation and responsibility

The report has been updated by the Sustainability Coordinator Jess Smit and suppliers as noted. Queries or feedback related to this report may be directed to

Shm-fbnz-sustainability@fujifilm.com

Areas of ISO14064-1:2018 that do not apply in the company's context are explicitly noted in the Appendix as non-applicable for avoidance of doubt by reviewers.

Chapter 2: Organisational boundaries

For the purposes of both reporting and verification of GHG emissions, the FBNZ organisational boundaries are defined by its nationwide operations in New Zealand, including its

leased offices, wholly leased warehouses, leased fleet vehicles, and third party logistics suppliers. It does not include third party dealers or resellers.

FBNZ is limited to FUJIFILM Business Innovation operation and exclude all CodeBlue operations as outlined in the diagram below. This is because most of these factions are dormant and nonoperational and set to be phased out over the next year or two. Please note CSG Technology Limited has now been fully integrated as a part of FUJIFILM Business Innovation as of the 1st of December 2020.



Chapter 3: Reporting boundaries

For the purposes of both reporting and verification of GHG emissions, the FBNZ reporting boundaries are defined as follows for operations in New Zealand:

- Scope 1: fuel (by category)
- Scope 2: facilities and electric car charging
- Scope 3: air travel (by category without Radiative forcing), refrigerants (from air conditioning), waste, taxi/Uber travel, T&D losses, and third party logistics suppliers (by category)

For verification purposes, the following assumptions about the GHG emissions inventory should be noted respective to FBNZ operations to date:

- The operational control approach has been used for quantification
- There have been no GHG emission removals
- CO₂ and CO₂e are the metrics tracked
- Data that's not available for the reporting period for $CH_4,\,N_2O,\,NF_3,\,SF_6$ and other GHG groups

(HFCs, PFCs, etc.) and are thereby represented as zero here for verification purposes.

Most of these are unlikely to apply to the FBNZ operating context.

- Non-biogenic, biogenic anthropogenic, and biogenic non-anthropogenic emissions are not applicable (e.g. there are no company activities such as composting on site or the burning of biomass that would generate biogenic emissions.)
- Upstream supply chain emissions (e.g. getting product into the country) are out of scope for FBNZ and tracked at the Fujifilm/FUJIFILM parent level
- Baseline year has been set as 2017 as this is the first year where robust and reasonably complete data was available for the company's operations. This baseline year may be

reset in the future due to the acquisition of CSG in early 2020 and the disruption of

COVID-19 to business operation during FY20.

• GWP values used in this report are derived from Ministry for Environment (MFE) or Courier Post as provided. GWPs used by the MFE are based on the IPCC Fourth Assessment Report (AR4):

GHGs	Scientific formula	GWP (AR4)
Nitrous Oxide	N2O	298
Methane	CH4	25
Carbon Dioxide	CO2	1
Sulphur hexafluoride	SF6	22,800
Nitrogen trifluoride	NF3	17,200
Hydrofluorocarbon	HFC-32	675
Hydrofluorocarbon	CHF125	3,500
Perfluorocarbon	PFC	7,390 - 12,200

• Greenhouse gas emissions factors are based on MFE as noted below:

Emission scope	🕶 KG CO2-e/unit 📃 💌	Tonnes CO2-e / Unit 💌	Tonnes CO2/unit 💌	Tonnes CH4/unit 💌	Tonees N2O/unit 🛛 💌
Scope 1 Factors					
Transport Fuel Regular petrol	2.45	0.00245	0.00235	0.0000276	0.0000797
Transport Fuel Premium petrol	2.45	0.00245	0.00234	0.0000277	0.0000801
Transport Fuel Diesel	2.69	0.00269	0.00265	0.00000354	0.0000422
LPG	1.64	0.00164	0.0016	0.0000391	0.0000015
Scope 2 Factors					
Total facilities	0.101	0.000101	0.000097	0.0000039	0.0000014
Electric car charging using purchased grid					
electricity	0.101	0.000101	0.000097	0.0000039	0.0000014
Scope 3 Factors					
Air travel international long Business	0.224	0.000224	0.000222	0.0000002	0.00002
Air travel international long Economy	0.077	0.000077	0.000077	0.0000001	0.000001
Air travel international long Premium Economy	0.124	0.000124	0.000122	0.0000001	0.000001
Air travel international short Economy	0.081	0.000081	0.0008	0.0000001	0.000001
Air travel international short Business	0.121	0.000121	0.00012	0.0000001	0.000001
Air travel international short Premium Econom	y 0.086	0.000086	0.000085	0.0000001	0.000001
Air travel Domestic Economy	0.13	0.00013	0.000125	0.000009	0.000003
Waste (General) with landfill gas recovery	0.311	0.000311	n/a	0.000242	n/a
Waste (General) without landfill gas recovery	1.17	0.00117	n/a	0.00117	n/a
Taxi travel	0.225	0.000225	0.000221	0.000003	0.000004
T&D losses electricity	0.0087	0.000087	0.000084	0.000003	1.20E-08
Sea freight	0.046467705	4.64677E-05	0.00002	0.00000006	0.0000027
Rail freight	0.028411705	2.84117E-05	0.000028	0.0000005	0.0000004
Road freight	0.104890523	0.000104891	0.000133	0.000002	0.00002
Courier Post					
provided by courier Post	0.50580000	0.00050580	unknown	unknown	unknown
LPG	3.028686333	0.003028686	0.003021333	5.9375E-06	1.4155E-06
		CHF32	CHF125		Total GWP
refrigerants 410A		50%	50%		2,087.50

- Electricity is tracked using a location based approach
- Indirect emissions where originally determined for the first reporting year FY17 and ongoing revision via the stakeholder engagement method which is part of the Sustainability Report process
- Downstream use of products by customers (Section 5.2.4, item e) and the related GHG footprint are deemed the responsibility of the users due to
 - unlikelihood of obtaining accurate energy/emissions data from several thousand customers
 - 2) diversity in energy suppliers used (i.e. some renewables, some nonrenewables, some with purchased RECs, some without), and
 - diversity in customer-side emissions offsetting related to respective product energy use.

Exclusions

The following emissions sources have been omitted from our report for the reasons as noted:

Tracking of water usage at three main sites located in Auckland have shown that the emissions related to water usage in the previous year is minimal and has very little to no impact on our overall carbon footprint. Due to the nature of our rental sites, the process of tracking and getting access to water usage invoices for the each of the smaller branches has proven to be inefficient and, in some cases where the building is shared between several organisations, shared meters, or no meters, is not practical or possible. However, we have an objective for FY21 to work with our stakeholders to review these barriers and work towards getting water usage data for our FY21 reporting Period.

- Fuel claims made by employees for business travel and staff use of personal vehicles for business travel (reimbursed)-- outside fuel card use tracked for fleet vehicles—as this is not common company practice.
- Accommodation claims from business travel is excluded as this is not a common company practice and most trips are day trips.
- Waste that is collected for smaller sites and/or in less urbanised locations by a council kerbside service (as no data is available for this), data for sites with kerbside collection has been extrapolated.
- Electricity and other emissions from staff working from home office (e.g. Covid-19) due to diversity of living situations, operational circumstances, and lack of data availability

Chapter 4: Uncertainties

Due to data collection issues outside of our control, there are instances where data has to be extrapolated for some sites during the reporting period. These include aspects as follows:

- Landfill emissions at some sites had poor vendor data reporting and data had to be extrapolated using averages for some months. Also, there are some smaller sites that have council waste collection for which data is unavailable.
- Some CSG sites were integrated with FBNZ sites systematically throughout the year. These
 CSG sites did not have any data available prior to FBNZ taking over. Due to this data for
 waste and energy had to be extrapolated and backdated to the start of the FY. April was
 excluded due to COVID-19 lockdown period.
- Facilities' energy use data, due to the nature of some branches being located at shared sites, cannot be obtained and data has been extrapolated according to the area and type of site for those where data is unattainable e.g. branch, print hub, or warehouse.

For further details regarding which data sources includes extrapolation, please refer to the data tables in the next chapter.

With the above in mind, every effort has been made to ensure an accurate portrayal of operational activities GHG emissions, and uncertainties are unlikely to affect accuracy of GHG data for these categories. Data collection for other areas is robust.

Chapter 5: Quantified GHG inventory of emissions

Emission Scope	 Amount 	✓ Unit	💌 KG CO2-e /unit	▼ Tonnes CO2-e / Unit ▼	Tonnes CO2/unit 💌	Tonnes CH4/unit 💌	Tonees N2O/unit	Tonnes NF3 /unit	Tonnes SF6 /unit	Tonnes HFC /unit 🔻	Tonnes PFC /unit 👻
Total Scope 1 emissions		Litres	1028568.66	1028.57	986.18	11.52	33.33	0	0	0	0
Transport Fuel Regular petrol	416514.74	Litres	1020461.11	1020.46	978.81	11.50	33.19622478	0	0	0	0
Transport Fuel Premium petrol	731.88	Litres	1793.11	1.79	1.71	0.02	0.058623588	0	0	0	0
Transport Fuel Diesel	1878.97	Litres	5054.43	5.05	4.98	0.01	0.079292534	0	0	0	0
LPG	416.0270592	KG	1260.015469	1.260015469	0.682284377	4.92666E-05	0.000624041	0	0	0	0
Total Scope 2 emissions		kWh	228999.91	229.00	219.93	8.842571	0.317425620	0	0	0	0
Facilities Total	2249632.05	kWh	227212.84	227.21	218.21	8.773565	0.314948487	0	0	0	0
Electric car charging	17693.81	kWh	1787.07	1.79	1.72	0.069006	0.002477133	0	0	0	0
Total Scope 3 emissions			295944.52	295.76	176.70	23.48	2.87	0	0	0	0
Total Air travel		KM	60340.60	60.14	58.21	0.38	1.34	0	0	0	0
Air travel international long Business	0	KM	0.00	0.00	0.00	0.000	0.00	0	0	0	0
Air travel international long Economy	61019.00	KM	4698.46	4.70	4.70	0.001	0.06	0	0	0	0
Air travel international long Premium				· ·	·	·					
Economy	0	KM	0.00	0.00	0.00	0.0000	0.00	0	0	0	0
Air travel international short Economy	4976.00	KM	403.06	0.40	0.40	0.0000	0.00	0	0	0	0
Air travel international short Business	0	KM	0.00	0.00	0.00	0.0000	0.00	0	0	0	0
Air travel international short Premium											
Economy	0	KM	0.00	0.00	0.00	0.00000	0.00	0	0	0	0
Air travel Domestic Economy	424916.00	KM	55239.08	55.24	53.11	0.38	1.27	0	0	0	0
Total Waste note that some sites where data was unavailable had to be extrapolated and added after this calculation based on overall location averages		KG	28616.64	28.62	0	22.27	0	0	0	0	0
Waste (General) with landfill gas recovery	92014.92678	KG	28616.64	28.62	0	22.27	0	0	0	0	0
Waste (General) without landfill gas											
recovery	0	KG	0.00	0.00	0	0.00	0	0	0	0	0
Total taxi travel	9323.31	км	2097.74	2.0977	2.06	0.0028	0.04	0	0	0	0
Total power T&D losses	2249632.05	kWh	19571.80	19.57	18.8969092	0.67	0.03	0	0	0	0
Total freight emissions	840437.55	Tonnes/KM	124830.25	124.85	97.53	0.147724817	1.46	0	0	0	0
Sea freight	440.22	Tonnes/KM	20.45601296	0.020456013	0.0088044	2.64132E-06	0.000118859	0	0	0	0
Rail freight	135164.33	Tonnes/KM	3840.25	3.84	3.78	0.006758217	0.05	0	0	0	0
Road freight	704833.00	Tonnes/KM	120990.00	120.99	93.74	0.1409666	1.41	0	0	0	0
Total Courier Post emissions	41752	QTY	11431.240000	11.431240							
Refrigerant 410A	49.05625	kg	49056.25	49.05625	0.148215283	0.000291271	6.94391E-05	0	0	102404.9219	0
Total Emissions			1553332.96	1553.33	1382.96	43.84	36.52	0	0	102404.9219	0

Emissions intensity per FTE (n = 642) is 2.75t CO₂e inclusive of all emissions scopes noted above.

Chapter 6: GHG reduction initiatives and internal performance tracking

Through the reporting period (end FY19), the following assumptions and practices can be noted for verification purposes:

- Energy data is collected on a monthly basis, but GHG data is consolidated and reported on an annual basis due to the complexity of data collection, calculation methodology, as well as periodic update of emissions factors by organisations like NZ Ministry for the Environment. The annual approach is deemed the most ideal for completeness and accuracy.
- Year-to-date and Year-on-Year emissions performance can then be submitted to the Senior

Leadership Team.

- Thus far, GHG reduction initiatives have included any/all of the following depending on operational circumstances:
 - Minimisation of flying (even pre-COVID-19)
 - Shift of fleet vehicles to lower emissions options and/or electric vehicles where suitable/feasible
 - Local, short-distance transport shifts to Uber vs. Taxi (which widely make use of lower-emissions hybrid vehicles)
 - Energy efficiency and saving initiatives in offices
 - Freight movement efficiency initiatives/modal shifts
 - Waste-to-landfill minimisation/diversion

• Other increase may have been inadvertently realised through organisational restructures and related changes in headcount and shifts in growth rates for different parts of the business (e.g. MFDs. vs. Digital solutions) as well as expansion in the scope of our carbon footprint profile.

Appendix: ISO14064-1:2018 areas that are non-applicable to FBNZ reporting context/already reported elsewhere

The following areas/criteria have been reviewed per ISO14064-1:2018 section 9 and are deemed not applicable to the FBNZ reporting context:

• Section 9.3.3.

Additionally, disclosures relating to the following areas are already detailed in the 2020 Sustainability Report, p41-48, which may be referenced alongside this GHG Report for further information: Section 9.3.2, items c, d, e, h, i.