

A GUIDE TO THE FINSBURY GREEN STAR RATING



This guide assists printers to understand the Finsbury Green Star Rating (FGSR) questionnaire by:

- clarifying the meaning of questions
- outlining scoring criteria in greater detail
- highlighting environmental improvements that will increase ratings

IMPORTANT KNOWLEDGE

Read the questionnaire first before attempting to complete it as there is a requirement to provide data and upload PDF documents. This means collating information before returning to the FGSR which will then take about 10 minutes to complete.

The instruction *Upload documentary evidence to validate these claims* throughout the FGSR, refers to whether a particular activity and the subsequent claim by you can be externally verified. Printers can claim they undertake a certain activity; however, unless it is externally verified it will score less points.

Evidence can be in the form of:

- statements from suppliers
- consultants' reports
- invoices
- audits by an appropriately qualified independent professional
- any other supporting documentation that you believe will validate the claim

You must upload your evidence in PDF format. There is a 10Mb limit for all uploaded documents in total and the FGSR only allows for one PDF per response. Please combine multiple pages of evidence for a specific question into one PDF.

The FGSR assumes that if a check box is unchecked or data is not uploaded, the response is NO.

Note: You can roll the pointer over a question to get clarification. This feature can also be quite helpful in understanding how to answer a question.

SCORING SYSTEM

As a general rule more points are allocated if suitable evidence has been uploaded and verified.

A minimum of 20% is required to qualify for a Finsbury Green Star Rating with the different levels as follows:

>20% = ★

>25% = ★ ☆

>30% = ★ ★

>40% = ★ ★ ☆

>50% = ★ ★ ★

>60% = ★ ★ ★ ☆

>70% = ★ ★ ★ ★

>80% = ★ ★ ★ ★ ☆

>90% = ★ ★ ★ ★ ★

THE FGSR COMPRISES THREE SECTIONS

- Certifications and public disclosure [40 points maximum]
- Materials, waste and water [20 points maximum]
- Carbon and energy [40 points maximum]

Certifications and public disclosure

Generally this section is straightforward. You either have these certifications and documents or not. Not all companies can afford these certifications; however, the FGSR has been weighted to help smaller firms that have undertaken the Sustainable Green Print program.

Be sure to list the *Auditing company name* and *Certification number* so that these can be independently verified.

What ISO certifications do you have?	
<input checked="" type="checkbox"/> ISO14001 Environmental Management System	
<input type="checkbox"/> ISO9001 Quality Management System	
<input type="checkbox"/> ISO4801 Occupational Health and Safety Management System	
<input type="checkbox"/> Auditing company name	<input type="text"/>
<input type="checkbox"/> Certification no	<input type="text"/>
What forestry certifications do you have?	
<input type="checkbox"/> Forest Stewardship Council (FSC) Chain of Custody certification	
<input type="checkbox"/> Programme for the Endorsement of Forest Certification (PEFC) Chain of Custody certification	
Are you a member of the Sustainable Green Print (SGP) program?	Select one of the following <input type="button" value="v"/>
Are you a member of the Truly Green (GASSA) program?	<input type="checkbox"/> Yes
Do you publish a publically available Environment or Sustainability Report? <i>(Not a marketing brochure, but a formal report)</i>	<input type="text"/> <input type="button" value="Browse..."/>
Has it been independently audited?	<input type="checkbox"/> Yes
Do you have an Environment Policy?	<input type="text"/> <input type="button" value="Browse..."/>

Materials, waste and water

This section enables all printers to gain good points provided they can validate their claims given that most printers are undertaking these initiatives already.

Do you print with vegetable-based ink?	Select one of the following	▼
Do you print alcohol free on your presses?	Select one of the following	▼
Do you use CtP plates to print your work?	Select one of the following	▼
Do you use developer or chemical-free plates?	<input type="checkbox"/> Yes	
<i>Upload documentary evidence to validate these materials claims</i>		<input type="text"/> Browse...
Include as much evidence as you can, to all the above, in the one PDF.		
<hr/>		
How many kilolitres (kL) of water do you use per annum?	<input type="text"/>	
Have you installed water reduction systems on your CTP?	<input type="checkbox"/> Yes	
Have you installed rainwater tanks at your plant?	<input type="checkbox"/> Yes	
Are you a waterless printer?	<input type="checkbox"/> Yes	
<hr/>		
How many tonnes of waste did you send to landfill in 2011-12?	<input type="text"/>	
Do you recycle your paper and cardboard?	Select one of the following	▼
Do you recycle your offset plates?	<input type="checkbox"/> Yes	
Do you recycle your e-waste?	<input type="checkbox"/> Yes	
Do you recycle your glass?	<input type="checkbox"/> Yes	
Do you recycle your plastic?	<input type="checkbox"/> Yes	
Do you recycle your timber pallets?	<input type="checkbox"/> Yes	
<i>Upload documentary evidence to validate these recycling claims.</i>		<input type="text"/> Browse...
Include as much evidence as you can, to all the above, in the one PDF.		
<hr/>		
Do you have a Waste Management Policy?	<input type="text"/> Browse...	
<hr/>		
What other activities do you undertake to reduce waste?	<input type="text"/>	
<input type="text"/> Characters remaining		▲ ▼

How many kilolitres of water do you use per annum? is sourced from your water bills.

How many tonnes of waste did you send to landfill in the last year? is sourced from your waste disposal bills, but make sure you only list what actually goes to landfill. This information is used in part to calculate the indicative CO₂ figure in the final report.

Make sure that you *Upload documentary evidence to validate these claims* for maximum points.

What other activities do you undertake to reduce waste? generates no points; however, this information may be useful to print buyers in gaining an understanding of some of the other initiatives you undertake.

Carbon and energy

This section relates to carbon and energy usage and is used in calculating the indicative CO₂ figure in the final report.

Choose a state

Have you calculated your carbon footprint in 2011-12 and what is the breakdown of the following?
Roll over Scope 1, 2 and 3 for their definitions.

Scope 1 (direct) Use the following [calculator](#) to determine your total CO₂.
Fuels used from company owned vehicles expressed in tonnes of CO₂.

Scope 2 (indirect)
Electricity used expresses as kWh.

Scope 3 (other indirect)
*Business travel, raw materials, transport and staff commuting expressed as tonnes of CO₂.
(The calculation will have been done by an external organisation).*

What calculator or method has been used to validate Scope 3 emissions?

Upload documentary evidence to validate the calculator or method used.

Do you offset emissions and if so what is the standard of those offsets?

How many tonnes did you offset?

Upload documentary evidence to validate how many tonnes were offset.

Do you offer clients the option to offset emissions on a project that you don't? Yes

Have you conducted an energy audit? Yes

Do you have an emission reduction plan?

Have you implemented any of the following initiatives to reduce your footprint?

Lighting

Green Star Rated Building

Power Factor Correction

Standby Power Management

Solar Panels

Upload documentary evidence to validate these energy initiatives.

By choosing a state, we are able to apply the correct CO₂ calculations to your carbon footprint, given that each state of Australia has a slightly different carbon footprint depending on how they generate their energy.

Scope 1 for most printers relates to fuels used for company owned vehicles, like cars, vans and trucks. Use the Carbon Reduction Institute calculator to determine tonnes of CO₂ for each vehicle and then enter the total amount.

Scope 2 is simply the amount of electricity used per annum sourced from your electricity bills and expressed in kWh.

Scope 3 is not compulsory as these calculations are done by an external organisation in the process of a Life Cycle Assessment (LCA). Most printers will not have undertaken this report because it is costly and quite involved. Nevertheless, there are a number of printers in Australia who have completed a LCA. This question is important because it is taken into consideration when answering the *Do you offset emissions and if so what is the standard of those offsets?* question.

What calculator method has been used to validate Scope 3 emissions? will be known to you if you have completed a LCA. A certificate of this method will be contained in the report so simply upload it.

Do you offset emissions and if so what is the standard of those offsets? helps the FGSR determine whether the standard of those carbon offsets is formally recognised by the Australian Government, and whether your company is operationally or completely carbon neutral. It is a claim that some printers make in their marketing material; however, *How many tonnes did you offset?* along with its evidence, absolutely removes any doubt.

Do you offer clients the option to offset emissions on a project you don't? means that if you are not operationally carbon neutral you buy offsets on a job-by-job basis. This service offering is usually easy to check as it is normally promoted on your website.

An *Emissions Reduction Plan* is an internal policy document that states what you have already done and what you intend to do in the future, to reduce CO₂ emissions. Reducing energy and waste to landfill are the two main areas for printers. Undertaking an energy audit by an external organisation can also be a valid step in this process. Typically they make recommendations on how to reduce your energy like the initiatives listed in the question *Have you implemented any of the following initiatives to reduce your footprint?*

WHAT HAPPENS NEXT?

Following a completion of the FGSR your application will be reviewed for accuracy and a Summary Report will be emailed back to you within 48 hours. If there are clarifications required then we will communicate via email before releasing the Summary Report.

If there are questions that have been answered incorrectly, or clarification is sought, you may be required to resubmit the entire FGSR.

If your company's credentials change at any time after the initial FGSR, such as an additional certification or an improved activity or better evidence, you are also required to resubmit the questionnaire.

In that way the FGSR can track and retain records of your progress and improvement over time.

As a general rule it is good practice to do this at the beginning of each financial year.

SUMMARY REPORT

The Summary Report will show how you've answered each question and how your company scored on each of the three main sections and in total.

At the top of Page 2 the FGSR shows the star rating and CO₂ rating.

Summary Report	
The following results have been calculated, based on your input to the questionnaire.	
Press Pty Ltd	★★☆
Offset printer	
Savings CO ₂ kg per \$10,000	323kg
Cost CO ₂ kg per \$10,000	1021kg

The CO₂ rating is expressed as an indicative saving or cost per \$10,000. This calculation has been based on your answers to questions in the *Materials, waste and water* and *Carbon and energy* sections of the questionnaire and developed by the Carbon Reduction Institute, based on their work in the Australian printing industry.

The example above shows that the company in question saves 323kg of CO₂ for every \$10,000 earned due to their environmental initiatives; however, there is room for improvement as there is also a CO₂ cost of 1,021kg per \$10,000.

An operationally carbon neutral company, for example, would be Savings 1,344kg and Cost okg.

FINAL COMMENTS

The FGSR and Health Rating is transparently displayed to the printer and print buyer in our procurement software **printools** sourceit.

Finsbury Green is committed to ensuring the accuracy and transparency of this information to suppliers and print buyers.

Any further questions regarding FGSR should be directed to:

Rod Wade – Business Services Manager

rwade@finsbury.com.au

0400 262 477