



To: The Board of Directors of World Vision Australia

## ***Independent assurance report on World Vision Australia greenhouse gas emissions***

### ***Scope***

In accordance with the terms of engagement letter dated 15 October 2018, we were engaged by World Vision Australia ('WVA') to perform an independent limited assurance engagement in respect of the completeness and accuracy of the greenhouse gas emissions data (the "Data") for the year ended 30 September 2018 (the "Period").

WVA management has developed a Carbon Management Procedure ('Carbon Procedure') which has formed the basis for their preparation of the Data.

The Carbon Procedure sets out the criteria (the "Criteria") against which we have performed our limited assurance procedures. The Data and an overview of key sections relevant to the preparation of the Data from the Carbon Procedure are attached as Appendix 1 to this limited assurance report.

### ***Management's responsibilities***

The Management is responsible for the adequacy of the criteria set out in the WVA Carbon Procedure to meet the requirements of the Board of Directors, and for the preparation and presentation of the Data in accordance with the Carbon Procedure.

### ***Our Independence and Quality control***

We have complied with relevant ethical requirements related to assurance engagements, which include independence and other requirements founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

In accordance with Auditing Standard ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, Other Assurance Engagements and Related Services Engagements* the firm maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

### ***Our responsibilities***

Our responsibility is to express a limited assurance conclusion based on the procedures we have performed and the evidence we have obtained.

Our engagement has been conducted in accordance with the Australian Standard on Assurance Engagements (ASAE 3000) *Assurance Engagements Other Than Audits or Reviews of Historical Financial Information*. That standard requires that we plan and perform this engagement to obtain limited assurance about whether anything has come to our attention to indicate that the Data has not been prepared, in all material respects, in accordance with the Criteria, for the Period. The procedures we performed were based on our professional judgement and are included in Appendix 2.

The procedures performed in a limited assurance engagement vary in nature and timing from, and are

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less in extent than for, a reasonable assurance engagement and consequently the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed. Accordingly, we do not express a reasonable assurance opinion.

We believe that the evidence we have obtained is sufficient and appropriate to provide a basis for our conclusion.

### ***Use of report***

This report was prepared for the Directors of WVA. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the Directors of WVA, or for any purpose other than that for which it was prepared.

### ***Inherent limitations***

Non-financial data is subject to more inherent limitations than financial data, given both its nature and the methods used for determining, calculating and sampling or estimating such data.

We specifically note that WVA management has used estimates or extrapolated underlying information to calculate certain Data in accordance with the Carbon Procedure. Such Data is referred to as an estimate in Appendix 1.

In addition, the identification and reporting of Scope 3 emission sources are optional under globally accepted standards, and as such WVA management has used discretion in selecting which Scope 3 emission sources to include in the Data in accordance with the Carbon Procedure.

Because of the inherent limitations of any non-financial data and those limitations specified above, it is possible that fraud, error or non-compliance may occur and not be detected. A limited assurance engagement is not designed to detect all instances of non-compliance of the Data with the Criteria, as it is limited primarily to making enquiries, of the WVA management, and applying analytical procedures. The limited assurance conclusion expressed in this report has been formed on the above basis.

### ***Conclusion***

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the Subject Matter has not been prepared, in all material respects, in accordance with the Criteria for the period 1 October 2017 to 30 September 2018.

*PricewaterhouseCoopers*

PricewaterhouseCoopers

*Amanda Campbell*

Amanda Campbell  
Partner

Melbourne  
19 December 2018





## **Appendix 1**

### *Subject Matter/Data Estimate*

<b>Scope</b>	<b>Type</b>	<b>2018 tCO<sub>2</sub>-e</b>	<b>2017 tCO<sub>2</sub>-e</b>
Scope 1	Gas	172	209
Scope 1	Car Fleet	65	60
Scope 2	Electricity Consumption	1,688	1,758
Scope 3	Air Travel (fuel only)	640	598
Scope 3	Paper	69	184
Scope 3	Electricity – not sole tenant	7	19
	<b>Total Emissions before offset</b>	<b>2,641</b>	<b>2,828</b>
	Gold Standard offsets purchased	(2,641)	(2,828)
	<b>Total emissions after offset</b>	<b>-</b>	<b>-</b>

### *WVA's Carbon Management Procedure*

The methodology for calculating the Data is detailed below in an overview of key sections from the Carbon Procedure.

### *Standards*

WVA calculates its GHG footprint in accordance with the Carbon Procedure and the National Carbon Offset Standard.

### *Emissions calculations*

To calculate its GHG emissions, WVA uses the National Greenhouse Accounts Factors July 2018 (NGA Factors) released by the Department of Climate Change and Energy Efficiency. Air travel emissions are calculated based on EPA (Vic)/DCCEE (UK) factors.

### *Base Year*

WVA has set the base year as the year ended 30 September. The accounting year for GHG emissions will be the year ended 30 September each year.

### *Organisational Boundary*

WVA is a single standalone entity. Under this approach WVA's organisational boundary includes the WVA owned buildings and leased offices used for WVA's operations.



*Measurement, Data Collection and Calculation methods*

<b>Emissions source</b>	<b>Data collected/calculation method</b>	<b>Records</b>
Site electricity usage	<p>KWh consumed</p> <p><i>Multiplied by current local CO<sub>2</sub>-e emissions factors (Australian Government – Department of Environment and Energy: National Greenhouse Accounts Factors July 2018)</i></p>	Electricity suppliers' invoices
Site Gas usage	<p>GJ of natural gas consumed/litres of LPG purchased</p> <p><i>Multiplied by current local CO<sub>2</sub>-e emissions factors (Australian Government – Department of Environment and Energy: National Greenhouse Accounts Factors July 2018)</i></p>	Gas suppliers' invoices
	<p>GJ of natural gas consumed in heating water/litres of hot water used</p> <p><i>Multiplied by current local CO<sub>2</sub>-e emissions factors (Australian Government – Department of Environment and Energy: National Greenhouse Accounts Factors July 2018)</i></p>	Hot water supplier's invoices
Fuel use in car fleet	<p>Litres of gasoline/diesel/ethanol consumed</p> <p><i>Multiplied by current local CO<sub>2</sub>-e emissions factors (Australian Government – Department of Environment and Energy: National Greenhouse Accounts Factors July 2018)</i></p>	Fuel usage records (fuel cards)
Paper usage	<p>Quantity of paper used (number of reams or kg of paper)</p> <p><i>1 A4 ream=2.5 kg</i></p> <p><i>Total kg to be multiplied by current CO<sub>2</sub>-e emission factors (EPA Victoria, Greenhouse Gas Emission Factors for Office Copy Paper, Publication 1374.1 October 2013)</i></p>	Paper suppliers' invoices/emails
Air travel	<p>Kilometres travelled per flight sector</p> <p><i>1 mile = 1.609344 kilometres</i></p> <p><i>(<a href="http://en.wikipedia.org/wiki/Conversion_of_units#Length">http://en.wikipedia.org/wiki/Conversion_of_units#Length</a>)</i></p> <p><i>Kilometres travelled multiplied by current CO<sub>2</sub>-e emissions factors</i></p> <p><i>(EPA Victoria's Greenhouse Gas Inventory Management Plan: 2012-13 Update, Publication 1562 April 2014 and DEFRA Carbon Factors 2018 obtained from website <a href="http://www.ukconversionfactorscarbonsmart.co.uk/">http://www.ukconversionfactorscarbonsmart.co.uk/</a>)</i></p>	Travel booking agent report





## ***Appendix 2***

### ***Assurance work performed***

In a limited assurance engagement in accordance with ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information*, the evidence-gathering procedures are more limited than for a reasonable assurance engagement, and therefore less assurance is obtained than in a reasonable assurance engagement. The procedures selected depend on the practitioner's judgment, including the assessment of the risks of material non-compliance of the Data with the criteria set out in the Carbon Procedure. Within the scope of our work we performed amongst others the following procedures:

- A walkthrough meeting with management from WVA to obtain a detailed understanding of the Reporting Criteria ('the Criteria') that is used in the Carbon Procedure with specific focus on a review of the:
  - Organisational and operational boundary; and
  - Calculation and estimation methodology of the Data.
- Review and provide comment on the Criteria with regards to its suitability as a basis for assurance. The provision of limited assurance will be dependent upon the appropriateness of the Data, the suitability of the Criteria against which it is measured and the ability of us to obtain sufficient and appropriate evidence from WVA as and when requested. If we are unable to satisfy ourselves on each of these points we may be unable to proceed with a limited assurance engagement.
- Discussions with management to develop our understanding of the key reporting risks associated with the preparation of the Data and associated management controls.
- Confirm that all emissions sources, included and excluded as per the Criteria, have been adequately accounted for in the Data.
- Perform analytical procedures over the Data by analysing for monthly, non-seasonal fluctuations and obtain explanations from WVA for unexpected results.
- Select a sample of the Data for each emissions source (e.g. monthly electricity consumption) included within the calculation spreadsheets supporting the GHG emissions inventory for the period and obtain access to the related source data (e.g. invoices). Compare the totals reported in the calculation spreadsheets to the total per the source evidence and investigate any significant variances.
- Assess the reasonableness and appropriateness of emissions factors (and other relevant conversion factors) used within calculation spreadsheets supporting the GHG emissions inventory.
- Review the arithmetical accuracy, on a sample basis, of calculations within the calculation spreadsheets supporting the GHG emissions inventory.
- Agree total GHG emissions (tCO<sub>2</sub>-e, or tonnes of carbon dioxide equivalent) for each emissions source within the calculation spreadsheets to the totals reported in the GHG emissions inventory for the year ended 30 September 2018.



- Prepare a limited assurance report detailing whether anything has come to our attention to suggest that the Data has not been prepared by management in all material respects in accordance with the Criteria.
- Prepare a report to management outlining practical findings where applicable and recommendations arising from observations made during our testing procedures.