

GHG REPORT

Carbon Neutral Technology Corporation IT Asset Reuse Project for 2nd Gear

For the Period: 01/01/2014 – 03/31/2018

Version 0.8, February 12, 2019

GHG Report

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01/01/2014 – 03/31/2018

Carbon Neutral Technology Corp.

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This Report is intended for the preparation of a final GHG Report for submission to GHG CleanProjects® Registry and includes sections on GHG project quantification, monitoring and reporting.

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1 Project Introduction

2nd Gear offers full IT asset disposal services, including refurbishment, salvage, and resale of information technology equipment, deemed to be waste (e-waste) from corporate customers. Emission reductions are created when 2nd Gear diverts e-waste from recycling to refurbish and extend the useful life of IT equipment. The project described in this report lowers greenhouse gas (GHG) by refurbishing e-waste deemed by customers to be at the end of useful life or no longer effective. Through refurbishment and resale of IT waste, the useful life is maximized and extended, thereby avoiding CO₂ and CH₄ from process energy of raw materials acquisition and manufacture for virgin production of electronics. Previously approved quantification protocols were searched for relevance from various offset schemes including Clean Development Mechanism (CDM), Verified Carbon Standard (VCS), Climate Action Reserve (CAR), the Alberta Emission Offset System, as well as Ontario, Quebec, and California's cap and trade systems. None of the protocols were suitable for IT waste diversion. As a suitable published alternative The United States Environmental Protection Agency (U.S. EPA) published Documentation for Greenhouse Gas Emission and Energy Factors Used in the Waste Reduction Model (WARM) Durable Goods Materials Chapters, dated February 2016. This methodology is most relevant in terms of IT waste refurbishment, recycling and disposal, and as such, is the selected methodology for this project. This report is presented in a format that meets the requirements of CSA's CleanProjects™ Registry and the ISO 14064-Part 2 guidelines and principals:

1.1 Relevance

All relevant GHG sources were reviewed carefully and are presented in Section 5 of this report. A precise methodology is used along with project specific parameter values, such as the Environmental Protection Agency's (EPA) electricity grid California GHG emissions factors, also known as eGRID, for Carbon Dioxide (CO₂), Methane (CH₄), and Nitrogen Dioxide (N₂O). To quantify GHG emissions, the EPA's Waste Reduction Model (WARM) was selected as required by the methodology. It is defined in the "Documentation for Greenhouse Gas Emission Energy Factors Used in the Waste Reduction Model (WARM), Durable Goods Materials Chapters", and "Using WARM Emission Factors for Materials and Pathways not in WARM."

1.2 Completeness

All GHG Sources, Sinks, and Reservoirs (SSRs) are presented in Section 5 of this report. Reported GHGs include CO₂, CH₄, and N₂O expressed in metric tons of carbon dioxide equivalent (tCO₂e). Quantification of these GHGs is given in Section 6 of this report. The scope of the GHG reductions in this project are restricted to the reduction of emissions from the manufacturing of virgin components and extending the lifespan of the refurbished computer. 2nd Gear provided all the necessary data to be quantified in excel format and all data was reviewed prior to quantification.

1.3 Consistency

The quantification methodology chosen for this project is consistent with the activities performed at 2nd Gear. The baseline calculations represent a normal level of activity for 2nd Gear. WARM's input for personal computers, and proxies of personal computers, is consistent with type of hardware 2nd Gear refurbishes. No changes in material composition were made between baseline scenario and project scenario calculations.

1.4 Accuracy

Weights for all of 2nd Gear's refurbished equipment were sourced directly from the manufacturers website, another 3rd party website, or from an already established database of weights received directly from Carbon Neutral Technology Corporation.

1.5 Transparency

Project related information is clearly communicated throughout this document so that readers are aware of the important data, how they are collected, and how the project leads to GHG emission reductions. Data monitoring and GHG emission calculations are detailed in a way to allow the intended user to obtain the necessary information needed for decision making.

1.6 Conservativeness

Various conservative provisions were made, and assumptions were taken to clearly ensure that GHG reductions are not overestimated.

In order to comply with the WARM Methodology, the following assumptions were made:

- The baseline scenario chosen was recycling IT waste. Two factors were present that made recycling the most appropriate scenario. Foremost, emissions reductions are lowest when comparing reuse and refurbishment with recycling e-waste. Also, various locations around the country have laws requiring e-waste to be recycled, and even in areas that do not, the recycling of e-waste is growing. The USEPA's data suggests that the recycling of e-waste is growing at a rate of 4 to 5 percent per year (<https://www.thebalancesmb.com/e-waste-recycling-facts-and-figures-2878189>). As a result, refurbishment of IT e-waste is considered a diversion from the recycling pathway in this project.
- In the methodology, the USEPA has defined several types of computer accessories, peripherals and other electronics as acceptable proxies. This project applied 2 proxies; LCD displays, and tablets. Since the applied methodology is based on weight, using these proxies create fewer emissions reductions as their weight is significantly less than the weight of a personal computer.
- Where applicable, form factor corrections were applied to various desktop computer models. The applied form factors were tower, desktop, small form factor (SFF), and ultra-small form factor (USFF). These form factor adjustments allow for a more accurate weight calculation of desktop variety computers.
- The WARM methodology assumes a 50% increase in the life of the equipment for emission reduction to be achieved. To align 2nd Gear's process with this methodology, only assets where a 5-year warranty was offered were included in this project.
- In some instances, 2nd Gear adds new equipment to refurbished computers. To avoid counting the new items as refurbished items, the total weight of new items added to refurbished computers were removed for the time period of this project.
- Where applicable, emission factors were adjusted for devices that do not contain glass. WARM assumes all computers and acceptable proxies contain glass, but modern computers use LCD panels which contain little to no glass. As such, two separate sets of emission factors have been used; one set for devices with glass, and another set for devices without glass. This distinction was drawn through form factor; devices with the form factors desktop, server, small, tiny, tower, ultra small, wide, micro, and mini were determined to be without glass.
- A double discount factor has been applied to the mass of desktop PCs. This factor was designed to reduce the baseline weight, and subsequent emission reduction credits, to account for the possibility of raw materials that have been mined or refined in a country where an emissions trading system (ETS) is already in place. This eliminates the possibility of "double dipping" on credits from a source of emissions that have already generated credits in another country.

2 Project Description

2.1 Project Title

Carbon Neutral Technology Corporation IT Asset Reuse Project for 2nd Gear

2.2 Project Purpose(s) and Objective(s)

2nd Gear is an IT asset refurbishment company. 2nd Gear purchases and refurbishes end-of-first-life IT assets for resale. Refurbishing these assets extends their useful lifespan and reduces the need to create new products.

2.3 Expected Project Lifetime

2nd Gear is submitting data to quantify emission reductions from refurbishment activities starting on January 1st of 2014. The expected 10-year crediting period will end on December 31, 2023.

2.4 Type of GHG Project

This is an electronic waste (e-waste) diversion project.

2.5 Project Location

2.5.1 Project Coordinates

<i>Project/Installation Name</i>	2 nd Gear
<i>Physical Address</i>	7012 Belgrave Ave. Garden Grove
<i>Coordinates</i>	33° 47.110'N 118° 0.628' W
<i>State/Province</i>	California
<i>Country</i>	United States

2.5.2 Project Verification

<i>Verification Body</i>	Brightspot Climate Inc.
<i>Address</i>	Suite 300, 225 West 8 th Ave., Vancouver, BC, V5Y 1N3
<i>Lead Verifier</i>	Aaron Schroeder
<i>Verifier Email</i>	aaron.schroeder@brightspot.co
<i>Verifier Phone</i>	(604) 353-0264

The verification standard (ISO 14064- Part 3) has been applied to this project. The verifier has been contracted to provide a reasonable level of assurance to this project.

2.5.3 Project Ownership

The project proponent, Carbon Neutral Technology Corp, owns all rights to emission reductions resulting from refurbishment activities at the 2nd Gear facility through a contractual arrangement with 2nd Gear.

2.6 Conditions Prior to Project Initiation

Prior to 2nd Gear's refurbishment process, most electronics were used for only one life cycle, then disposed of either in a landfill, or more commonly in today's world, recycled. Product life cycle GHG emissions came from raw materials extraction and manufacture, secondary materials manufacture, and transportation and recycling processes.

Prior to the inception of this project at 2nd Gear, conditions were similar to their current state. 2nd Gear have performed refurbishment activities at their current site for 10 years. The most notable change is the recent addition of "skinning" a device, rather than replacing an entire part. Skinning is the process of applying a skin, usually made of silicone, to the exterior of a device to restore or modify the appearance of the device's exterior.

2.7 GHG Process Description

In the absence of refurbishment, production of new equipment is required for consumers, however, when the two activities are compared, the latter is a much more GHG intensive process. Refurbishment extends the lifespan of an existing asset, reducing the need for new asset creation. For this project, Carbon Dioxide (CO₂), Methane (CH₄), and Nitrous Oxide (N₂O) were quantified and converted to CO₂e emissions.

2.8 Project Technologies, Products, Services and Activity

2nd Gear operates as an IT asset disposal and recovery business. Asset recovery is utilized to lengthen the lifespan of the asset and reduce the need for virgin product to be created.

Once received, the control, ownership, and disposal responsibility passed from the client to 2nd Gear. 2nd Gear has no control over the age or condition of an IT asset at the time of receipt, so it is all classified as a waste product, with or without any residual value. The equipment arrives in varying conditions that requires different levels of refurbishment prior to being sold. Some equipment might be completely dead on arrival (DOA) and unable to be refurbished.

Regardless of the source and conditions, all IT assets in this project are subject to the following process:

1. Sanitization

Sanitization involves the removal of anything identifiable on the product, such as stickers or tags. The exteriors are cleaned, and dust is removed from devices via high pressure air.

2. Triage

Triage is the sorting of equipment based on physical damage and functionality. Grades are assigned to each device based on how well they operate and the number of repairs that are required. Any parts that are DOA are sent for recycling. These DOA components are not included in the quantification aspects of this project.

Eliminating unusable assets is an important part of triaging. Computers and displays are examined for any major damage. In some cases, devices are disassembled to identify and repair damaged components such as capacitors, motherboards, etc. Then all remaining parts, (batteries, power supplies, disk drives, etc.) are tested for function.

3. Data Wiping

Any device containing a hard drive or memory card are wiped until all data is completely removed, even if the device is going to be sent for recycling and not intended to be refurbished. The reformatting process found in the Guidelines for Media Sanitization published in the National Institutes and Technology. These guidelines require the use of high-level drive wiping software that leaves the device with no data or remnants thereof.

4. Repairs, Replacement, and Reassembly

Repairing assets ranges from replacing loose connectors and dry soldering, to replacing RAM, video cards, and when necessary, hard discs. When parts are replaced, preference is given to salvage components from other machines rather than purchasing brand items. After repairs are completed, assets are reassembled and turned on so their BIOS can be restored to default settings.

5. Testing and Quality Control

All assets are tested to ensure proper functionality of the device and to further grade the refurbished item.

6. Cosmetic Repairs

Prior to being sold, devices need to look as close to new as possible. Scratches, blemishes, dents, etc. are repaired and paint is applied wherever necessary.

7. Software Installation and Licensing

Any software installations on relevant devices are genuine software from the manufacturer. All operating system updates are completed prior to the sale of the device.

8. Packaging and Shipping

Assets are packaged under the brand of the refurbisher or private labeled and shipped to market for re-sale.

9. Special Orders and Warranty

Some purchasers ask for the installation of new components that are an upgrade from what was in the device prior to refurbishment. In these cases, and for the purposes of this project, the weight of those new items has been removed from the total project weight.

2.9 GHG Assertion

Table 2-1. GHG Emission Reductions/Removals by Vintage Year

<i>Vintage Year</i>	<i>Total Baseline Emissions (MTCO₂e/ton)</i>	<i>Total Project Emissions (MTCO₂e/ton)</i>	<i>Emissions Reductions (MTCO₂e/ton)</i>
2014	40,900.43	106.59	40,793
2015	23,838.73	105.16	23,733
2016	26,717.80	95.42	26,622
2017	22,385.53	90.42	22,295
2018	4,596.87	22.3	4,574

2.10 Identification of Risks

Identified risks are as follows:

1. Regulatory Risk

GHG reductions and obtaining credits for GHG reduction are subject to the evolution of regulations throughout the length of the project.

2. Equipment Failure Risk

GHG reductions in this project are obtained by extending the life of an asset by 50%, removing the emissions of new equipment manufacturing. However, in some instances, component failure can lead to less than a 50% extension of the asset's lifespan. The average failure rate of refurbished assets is quite low, but careful attention is placed on the refurbishment process so that 2nd Gear can maintain its "Microsoft Authorized Refurbisher" designation. Furthermore, monitoring the RMA rate on a monthly basis is critical to catching any increase in equipment failure rates that could affect yearly emission reductions.

2.11 Roles and Responsibilities

Project Proponent and Project Developer

Carbon Neutral Technology Corp.

31 Rosena Lane

Uxbridge, Ontario

L9P-1X8

Contact: Steve Glover

sglover@co2neutral.ca

Phone: (647) 267-9982

Carbon Neutral Technology Corp is the owner and operator of the CO₂Neutral™ program. The disposition services provided ensure that all assets are environmentally safe, and all data-bearing assets are sanitized in order to ensure all data is completely removed. As a partner with Microsoft and Intel, CO₂Neutral gives a second life to aged IT equipment sourced by resellers of new technology across North America.

Mr. Glover is the president of Carbon Neutral Technology Corp and has many years of IT asset management experience, including sales, financing and asset disposition, and has signing authority on behalf of the Company. Carbon Neutral Technology Corp is the only stakeholder in this project and is in continual contact with 2nd Gear (the project).

Report Verifier

Brightspot Climate Inc.

401 – 409 Granville Street

Vancouver, British Columbia, Canada

V6C 1T2

Lead Verifier: Aaron Schroeder

Aaron.schroeder@brightspot.co

Phone: (604) 353-0264

Brightspot Climate is the verifier chosen for this project verification. Selection of Brightspot was based on the expertise and experience in GHG emission reduction project verification of the individuals in the organization.

GHG Program

CSA GHG Clean Projects Registry

178 Rexdale Blvd

Toronto, Ontario, Canada

M9W 1R3

ghgregistries@csagroup.org

Phone (416) 747-4155

2.12 Relevant Eligibility Information

This project is eligible to create emission reductions based upon the following project attributes:

- There is no specific law or regulation in Canada, The United States, or Europe that stipulate the IT sector lower GHG through reuse, even though refurbishment and reuse of e-waste is considered an environmental best. The only regulations currently in place is the mandatory disposal of IT assets by recycling of IT equipment.
- The GHG Assertion was quantified using a reliable quantification methodology from U.S. EPA considered to be industry best practice guidance and is directly related to this project (Documentation for Greenhouse Gas Emission and Energy Factors Used in the Waste Reduction Model (WARM), Durable Goods Material Chapter, February 2016). This project adheres to the requirements of this methodology.
- The project was performed in accordance with ISO 14064-Part 2 guidelines and principals and is eligible under the CSA CleanProjects™ registry. This project will be solely registered on the GHG CleanProjects Registry and is not listed on any other registry. The GHG assertion has been verified by an experienced and qualified independent 3rd party, under ISO 14064-Part 3 guideline.
- The project was performed to maximize the value of end-of-life IT assets and was not conducted solely for emission reduction claims.
- All environmental attributes and ownership of emission reductions are owned by the project proponent and project developer as established by contractual agreements.
- The project did not receive any public funds in exchange for emission reduction.
- This project meets all of the criteria of the methodology used for quantification of emissions and emission reductions.

2.13 Chronological Plan

The following provides a chronological history of the project at 2nd Gear:

- 1987: 2nd Gear Founded, Refurbishment Activities Begin
- January 1, 2014: Quantifiable Monitoring of Project Activities Begins
- January 1, 2014: Crediting Period Start Date
- January 2019: Registration of the Project with CSA CleanProjects Registry
- February 2019: First GHG report covering 2014 – March 2018

It is planned that a GHG report will be created each year for the duration of the project crediting period. The final GHG report is expected in 2024.

The monitoring frequency of utility information is continuously based upon metered consumption on site, and invoices from the utility provider are reconciled monthly.

Shipping data is monitored as each shipment leaves the 2nd Gear facility, when new products arrive at 2nd Gear, or when RMA's are returned to the 2nd Gear. Reconciliation occurs monthly.

Item weights are monitored and reconciled annually.

3 Baseline Scenario

As mentioned in section 2.6, the baseline scenario chosen was recycling IT waste. Two factors were present that made recycling the most appropriate scenario. Foremost, emissions reductions are lowest when comparing reuse and refurbishment with recycling e-waste. Also, various locations around the country have laws requiring e-waste to be recycled, and even in areas that do not, the recycling of e-waste is growing. The USEPA's data suggests that the recycling of e-waste is growing at a rate of 4 to 5 percent per year (<https://www.thebalancesmb.com/e-waste-recycling-facts-and-figures-2878189>). As a result, refurbishment of IT e-waste is considered a diversion from the recycling pathway in this project.

Table 3-1. Barriers Assessment

<i>Barrier</i>	<i>Project Scenario - Reuse</i>	<i>Recycling</i>	<i>Landfill</i>
<i>Financial Economic Barrier Discussions</i>	Barrier Significant investment required for installations	Barrier Significant investment required for installations	Not a barrier
<i>Technology Operation, Maintenance and Disposal Barrier Discussions</i>	Barrier Specific equipment and operations required	Barrier Specific equipment and operations required	Not a barrier

4 Baseline and Project Inventory of Sources, Sinks, and Reservoirs (SSRs)

4.1 Baseline SSRs

Baseline Condition Sources, Sinks, and Removals of GHG Emissions			
Emission Sources	Description	Controlled, Related, or Affected	Details
Process Energy Emission for Virgin Production of Electronics in Recycling Scenario	Process Energy Emission for Virgin Production is the amount of energy required to produce a short ton of each of the secondary products from 100% virgin inputs. Secondary products include asphalt, steel sheet, plastics, lead bullion, CRT glass, copper wire, and aluminum sheet.	Related	Included CO ₂ , CH ₄ from all fuel types used in electronics secondary products processing. Main baseline emissions.
Process Non-Energy Emission for Virgin Production of Electronics in Recycling Scenario	Process Non-Energy Emission for Virgin Production occurs during manufacturing but is not related to combusting fuel for energy, emitted in the virgin CRT glass manufacturing process by the production of lime and in the evaporation of solvent vapors for screen. Production of virgin steel and aluminum also generate non-energy emissions.	Related	Included CO ₂ . Reduced from manufacturing steel sheet, plastics, glass lead bullion, and other materials.
Process Energy Recycled Input Credit	Process Energy Recycled Input Credit includes the reduced GHG emissions in creating secondary materials that avoid creating virgin materials of higher GHG intensity. Process energy GHG emissions occur during manufacturing related to the combustion of fuels for energy.	Related	Included CO ₂ , CH ₄ from all fuel types related to electronics secondary products processing.
Process Non-Energy Recycled Input Credit	Process Non-Energy Recycled Input Credit includes the reduced	Related	Included CO ₂ . Reduced from manufacturing steel sheet, plastics, glass lead

	<p>GHG emissions in creating secondary materials that avoid creating virgin materials of higher GHG intensity.</p> <p>Process non-energy GHG emissions occur during manufacturing but are not related to the combustion of fuels for energy.</p>		<p>bullion, and other materials.</p>
<p>Transportation Energy Recycled Input Credit</p>	<p>Transportation Energy Recycled Input Credit includes the GHG emissions associated with collecting and transporting end of life electronics to recycling facilities, by assuming that recycled materials avoids the GHG emissions from transporting virgin and intermedia products.</p>	<p>Related</p>	<p>Excluded – for conservativeness. Emissions from transportation of e-waste and secondary materials are expected to be greater than the project scenario.</p>

4.2 Project SSRs

Project Condition Sources, Sinks, and Removals of GHG Emissions			
Emission Sources	Description	Controlled, Related, or Affected	Details
Process Energy Emission Purchased Electricity	Electricity purchased for refurbishing onsite	Controlled	Included CO ₂ , CH ₄ , and N ₂ O emissions from electricity generation. Transmission and distribution losses are not included since they are not attributable to the electricity consumption by the proponent.
Process Energy Emission – Natural Gas Consumption	Natural gas combusted on site	Related	Excluded. No natural gas is combusted on site.
Transportation Energy Refurbishment Input Credit	Transportation Energy Refurbishment Input Credit includes the GHG emissions associated with collecting and transporting end of life electronics to refurbishment facilities, by assuming that refurbished products avoid the GHG emission from transporting virgin and intermedia products.	Related	Excluded for conservativeness. Emissions from transportation of e-waste and secondary materials are expected to be greater than the project scenario.

5 Quantification and Calculation of GHG Emissions/Removals

Various offset programs including Clean Development Mechanism (CDM), Verified Carbon Standard (VCS), Climate Action Reserve (CAR), and others were consulted for this project. However, none of these programs contained a protocol suitable for IT waste diversion.

The methodology known as WARM was published by the EPA in 2016 and compares the various emission reductions for solid waste management. WARM is considered the most relevant and timely methodology available for the refurbishment of IT waste.

WARM was chosen considering its inclusion of full lifecycle emissions associated with IT assets, more specifically:

- The reductions and direct comparison of lifecycle emissions between the baseline scenarios selected and project scenario present in this project.
- A direct comparison of environmental benefit of computer refurbishment.
- The fundamental assumptions and criteria for lifecycle emissions are met by the project.
- Quantification of baseline and project conditions are equivalent.
- Quantification is based upon actual measurement and monitoring as required by the WARM methodology.

Emission factors for electricity consumption were obtained from the EPA's Emissions & Generation Resource Integrated Database (eGRID) (eGRID2016 Summary Tables.pdf).

Global warming potentials used in this project were sourced from the IPCC Fourth Assessment Report (Intergovernmental Panel on Climate Change (IPCC) Fourth Assessment Report. Table 2.14, IPCC Fourth Assessment Report, 2007).

Baseline Emission

$$BSE = (B1 + B2 + B3 + B4) * Q_R$$

Where,

BSE = Baseline scenario emission in recycling process (MTCO_{2e}/ton)

B1 = Process energy emission factor (MTCO_{2e}/ton) for virgin production of electronics in recycling scenario

B2 = Process non-energy emission factor (MTCO_{2e}/ton) for virgin production of electronics in recycling scenario

B3 = Process energy GHG emission factor (MTCO_{2e}/ton) of recycled input credit

B4 = Process non-energy GHG emission factor (MTCO_{2e}/ton) of recycled input credit

Q_R = Refurbished electronics weight (ton)

Project Emissions

$$PSTE = P1$$

Where,

PSTE = Project scenario total emission in refurbishing process (MTCO₂e/ton)

P1 = Project scenario emission from process energy of electricity consumption for project activities (tCO₂e)

$$P1 = ((P1_{CO2} * Q_{EL}) + (P1_{CH4} * Q_{EL} * GWP_1) + (P1_{N2O} * Q_{EL} * GWP_2)) * Q_{SQFT}$$

Where,

P1_{CO2} = GHG emission factor (lbCO₂/MWh) of electricity grid generation intensity

P1_{CH4} = GHG emission factor (lbCH₄/MWh) of electricity grid generation intensity

P1_{N2O} = GHG emission factor (lbN₂O/MWh) of electricity grid generation intensity

Q_{EL} = Electricity consumed by the facility (kWh)

Q_{SQFT} = Proportion of square footage used for project activities

GWP₁ = Global Warming Potential of Methane

GWP₂ = Global Warming Potential of Nitrous Oxide

Emission Reduction

$$TPER = BSE - PSTE$$

Where,

TPER = Total project emission reductions (MTCO₂e/ton)

Quantification Limits and Uncertainty

Electricity consumption was recorded and metered, putting it at low risk for uncertainty.

Data for the IT assets that were refurbished in the period this project were extracted from 2nd Gear's own database and each transaction is matched to an invoice with a specific value.

Weights for each IT asset were provided by Carbon Neutral Technology Corporation or were sourced from the manufacturers' websites when the weight for a specific make/model combination was absent. Third party sources were used only when data was unavailable from the manufacturer, which is consistent with the methods used in the WARM model Reference of Consumer Reports in WARM.

Overall, the relative level of uncertainty associated with the project and the emissions reductions claims are low because all measured data for the project can be verified.

6 Data Monitoring and Controls

Monitored data used for the quantification of on-site emissions are taken directly from utility bills. The utility information is compiled on a monthly basis. Utility invoices and square footage values were collected and input into Microsoft Excel and provided by Eric Do, Director of Purchasing at 2nd Gear.

Refurbished IT asset data was sourced directly from 2nd Gear's database. Data is stored on a NetApp Storage Area Network (SAN) and replicated between sites for backup and disaster recovery. Splunk and System Center Configuration Manager (SCCM) are used for monitoring data access and security. Checkpoint backups are maintained for a month and file level backups for multiple years. Orders are reconciled via Great Plains, an Enterprise Resource Planning (ERP) solution.

7 References

eGRID2016 Summary Tables.pdf. n.d.

<https://www.thebalancesmb.com/e-waste-recycling-facts-and-figures-2878189>. n.d.

<https://www.thebalancesmb.com/e-waste-recycling-facts-and-figures-2878189>. n.d.

Intergovernmental Panel on Climate Change (IPCC) Fourth Assessment Report. Table 2.14, IPCC Fourth Assessment Report, 2007. n.d.