

# National Carbon Offset Standard Carbon Neutral Program Public Disclosure Summary



An Australian Government Initiative

# CBRE



Australian Government

Department of Industry, Innovation, Climate Change,  
Science, Research and Tertiary Education

# 1. Organisation and Product Information

Table 1: Organisation and Product Information

Organisation Name	CBRE Pty Ltd	
Name of the subject(s) of certification	CBRE Pty Ltd Australian operations	
Type of certification (tick all applicable)	<input checked="" type="checkbox"/> Organisation <input type="checkbox"/> Product/service <input type="checkbox"/> Part of organisation <input type="checkbox"/> Event	
Reporting year period	From 1/01/2012	To 31/12/2012
Emissions in this reporting year	3300 t CO <sub>2</sub> -e	
Base year period <sup>1,2</sup>	From 1/01/2010	To 31/12/2010
Emissions in the base year	3732 t CO <sub>2</sub> -e	

Scope	Scope	Tonnes CO <sub>2</sub> -e	Adjustment in Tonnes
<b>1</b>	<b>Fuel combusted - vehicle fleet</b>	<b>6.83</b>	<b>0</b>
<b>2</b>	<b>Purchased electricity</b>	<b>1,584.10</b>	<b>0</b>
<b>3</b>	Business Travel - air (direct & indirect)	1019.38	0.00
	Business Travel – employee use of personal vehicles for work purposes	87.04	4.35
	Business Travel – rental cars	5.61	0.28
	Paper Purchased	18.79	0.00
	Base building emissions - proportion attributable to CBRE's occupancy	190.77	9.54
	Electricity consumption - transmission and distribution losses	257.66	0.00
	Base building emissions - transmission and distribution losses	38.82	1.94
	Office Waste to Landfill	68.20	6.82
	<b>Total Scope 3 Emissions</b>	<b>1685.99(1708.92)</b>	<b>22.93</b>
<b>All</b>		<b>3299.85</b>	

## 2. Description of Organisation Activities

CBRE Group, Inc. (NYSE:CBG), a Fortune 500 and S&P 500 company headquartered in Los Angeles, is the world's largest commercial real estate services and investment firm (in terms of 2012 revenue). The Company has approximately 37,000 employees (excluding affiliates), and serves real estate owners, investors and occupiers through more than 300 offices (excluding affiliates) worldwide. CBRE offers strategic advice and execution for property sales and leasing; corporate services; property, facilities and project management; mortgage banking; appraisal and valuation; development services; investment management; and research and consulting. Please visit our website at [www.cbre.com](http://www.cbre.com).

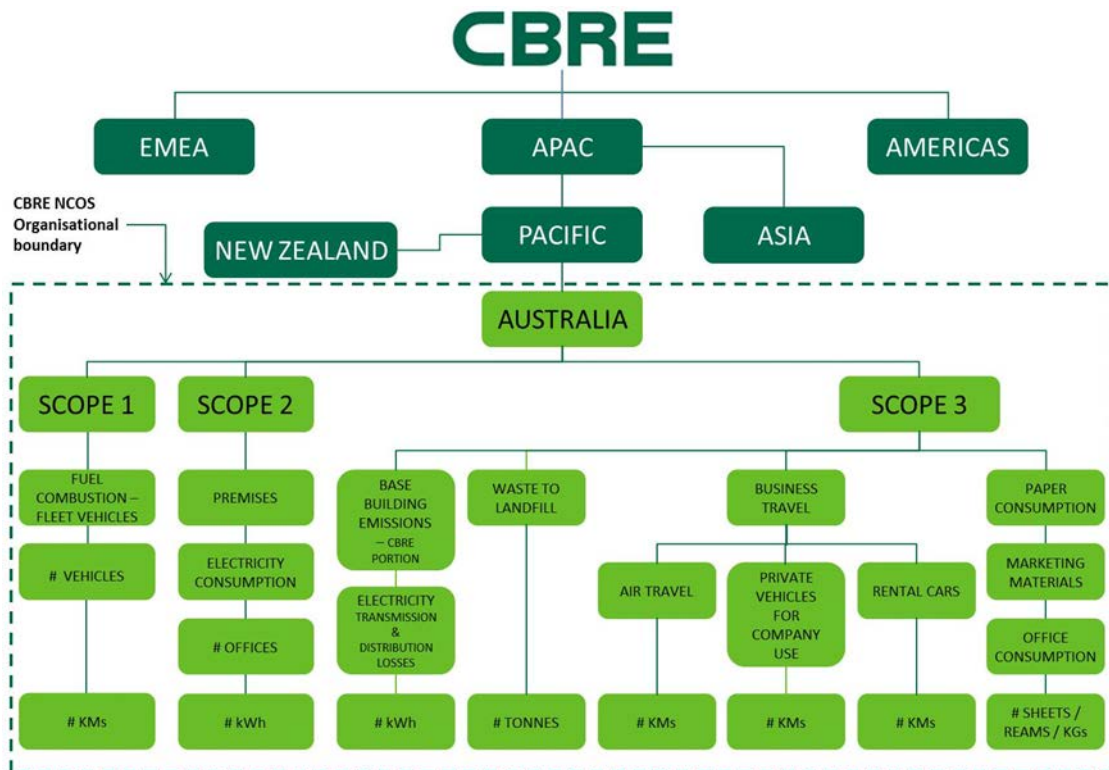
CBRE Group, Inc manages a global business through a number of regions. The Pacific region consists of Australia and New Zealand and is managed from a head office in Sydney, Australia. Sustainability and carbon issues for the Pacific are managed by a regional Head of Sustainability (Pacific) who communicates regularly with the global CBRE Sustainability Steering Committee and various practice groups.

CBRE does not own any property in its own right, in the Pacific region. It is a tenant in many locations across Australia and New Zealand. The footprint in this paper is in regards to the tenancies that CBRE occupies in the Pacific region, not the properties which we manage for clients.

## 3. Organisational & Geographic Boundary/ Scope & system Boundary

CBRE Pty Ltd have defined the organisational boundary according to the NGER Act 2007, based on facilities under operational control within the Australian geographic boundary. CBRE's Australian business consists of wholly owned businesses with several "Pty Ltd" companies reporting up to one central management structure. All Australian entities are included in this reporting.

#### 4. Diagram of the Boundary of the Subject of Certification



#### 5. Purchase of GreenPower and Retirement of GreenPower Eligible Large-Scale Generation Certificates (LGCS)

Type	Volume	Unit	t CO <sub>2</sub> -e	Status
GreenPower	nil	-	nil	Choose an item.
Details of LGCs Voluntarily Surrendered				
Quantity	Serial No.			
nil	-			

## 6. Purchase of NCOS Carbon Neutral Products

Product/service	Company	Quantity	Units	t CO <sub>2</sub> -e (if known)
Paper	Australian Paper (Brand: Staples) / Corporate Express Carbon Neutral paper	41,171	kg	76.87
Total (if known)				76.87

## 7. Total Carbon Footprint

Scope	Scope	Tonnes CO <sub>2</sub> -e	Adjustment in Tonnes
<b>1</b>	<b>Fuel combusted - vehicle fleet</b>	<b>6.83</b>	<b>0</b>
<b>2</b>	<b>Purchased electricity</b>	<b>1,584.10</b>	<b>0</b>
<b>3</b>	Business Travel - air (direct & indirect)	1019.38	0.00
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	Office Waste to Landfill	68.20	6.82
	<b>Total Scope 3 Emissions</b>	<b>1685.99</b>	<b>22.93</b>
<b>Total carbon footprint</b>		<b>3299.85</b>	

## 8. Carbon Offset Purchases and Retirement for this Reporting Period

Offset type	Registry	Serial number	Quantity (t CO <sub>2</sub> -e)
VCU	Markit	1932-77932307-77934306-VCU-008-MER-TH-4-403-01012011-28022011-0	2000
VCU	Markit	2311-96245126-96245925-VCU-009-MER-ID-1-144-01012011-31032011-0	800
VCU	Gold Standard VCU Registry	Serial No.: GS1-1-NC-566-12-2011-173-1064 to 1563	500
Total			3300

## 9. Emission Reduction Measures

CBRE Pacific has committed to reducing GHG emissions across our Australian operations by 10% in the three years from 2012 to 2014 inclusive based on 2010 base year. This emissions reduction target will be addressed by building on the three key programmes established during 2011:

- Sustainable IT
- Premises energy efficiency audit and improvement plans
- Education and awareness

### **CBRE Sustainable IT programme**

CBRE Pacific has developed a multi-faceted programme to enhance energy efficiency and reduce emissions across the Pacific operations. The programme has been developed to achieve reductions across Scope 2 (Electricity) and Scope 3 (Paper purchased for office use) emissions and involves the introduction of new equipment and centralised changes to IT protocols and works alongside education programmes to influence employee behaviours. Emissions reductions undertaken in this period include-

- New energy efficient multi-function devices (MFD's) have been introduced to all major CBRE offices, as planned, to replace old, inefficient printers and copiers with new devices

that print, scan, copy and fax. The removal of old printers was undertaken during 2012, following engagement with staff. Further research will be undertaken into the effectiveness of default settings and possible improvements.

- “On-demand printing” has been rolled out for multi-function devices across Australia. This initiative necessitates attendance at the printing device when employees are ready to collect the print job – reducing paper wastage due to mislaid printing.
- The virtual fax service was rolled out in major offices across Australia. Faxes are received electronically at a central point then distributed by email. “Spam” faxes can be discarded without printing. This initiative will reduce paper usage and energy consumption and has allowed the retirement of 5 machines in Sydney office, expected to increase to approximately 30 across Australia.
- During 2011 CBRE centrally updated PC and laptop settings to impose the automatic hibernation of systems and power down of screens after 90 minutes. This period was reduced to 15 minutes during 2012 to enhance energy savings. Newly deployed PCs and laptops will incorporate these settings.
- CBRE is gradually introducing new VOIP telecommunications technology across Australia but requires further commitment at a global level to establish formal “telepresence” videoconferencing facilities. A procurement exercise is in planning to provide a consistent service in all regions. Australia is awaiting resolution of this exercise, estimated during 2013. This service aims to improve collaboration whilst reducing the requirement for air travel.

This programme is designed to achieve emissions reductions through:

- reduction of energy consumption, reducing scope 2 emissions
- reduction in air travel, reducing scope 3 emissions
- reduction in paper use, reducing scope 3 emissions

### **CBRE premises energy efficiency – audit and improvement plans**

In 2010 CBRE Pacific carried out the CBRE “Toward a Greener Tomorrow” sustainability survey of our office premises, based on a model developed by CBRE USA. This provided a baseline of existing facilities and sustainability practices across the Pacific region. This survey will be reissued during 2013 to check progress and record changes at individual offices.

During 2011 CBRE conducted NABERS Energy tenancy ratings at 4 key offices with good overall results – 1 x 5.5 star, 2 x 5 star and 1 x 3.5 star ratings. These premises were re-rated during 2012 with ratings maintained or improved (Sydney HQ was rated 4 stars). New ratings will be undertaken at an additional 3 sites during 2013 – Melbourne, Brisbane and Perth.

During 2012 (this reporting period) three major offices were the subject of relocations (Brisbane and Sydney) or refurbishments (Perth) which included increased energy efficiency measures. These sites had been identified as opportunities for improvement as part of the energy audit process whereby energy audits and improvement plans were prepared for the top 5 offices (by electricity consumption in kWh). The audits review existing lighting and power infrastructure and identify opportunities to achieve energy efficiency improvements. These opportunities are reviewed for viability in relation to costs, return on investment and tenure of the CBRE lease. Improvements are likely to include conversion of light fittings and lamps to energy efficient

models, zoning of lighting and the introduction of sensors and automation systems. Two of the top 5 offices are subject to review during 2013.

Energy efficiency audit results and improvement plans will be presented at Board level for approval. Ongoing monitoring and return on investment analysis will be presented as part of regular sustainability board updates.

This programme is designed to achieve reduction of energy consumption, reducing scope 2 emissions.

### **CBRE Sustainability education and awareness programme**

CBRE Sustainability is working across all areas of the business to raise awareness of climate change, the opportunities to reduce our corporate environmental footprint and how we can assist our clients to reduce their impacts. The Sustainable IT and Energy Efficiency programmes are backed up with continuing education to encourage resource efficiency (paper minimisation, energy minimisation) and recycling to reduce waste going to landfill.

The programme for this reporting period utilises the following elements:

- CBRE Sustainability Commitments (in place, including performance targets)
- Sustainability intranet site
- Annual sustainability engagement event focussed on increasing awareness of energy, resource and emissions reduction activities
- "Poster" campaigns for all staff
- Education and assistance for Office Managers to drive improvement in the workplace
- Company-wide sustainability updates & newsletters
- CEO endorsement of sustainability initiatives through internal communications channels
- Board level updates on initiatives and performance across energy, emissions and paper usage
- Board level updates on project proposals, ongoing monitoring and return on investment analysis

This programme is designed to achieve emissions reductions through:

- reduction of energy consumption, reducing scope 2 emissions
- reduction in paper use, reducing scope 3 emissions
- increase in recycling and reduction in waste to landfill, reducing scope 3 emissions

Reductions are indicated in the table below – these reductions are compared to the 2010 reporting year – actual overall reduction against 2010 is 444 tonnes CO<sub>2</sub>-e. Please note that the 2012 GHG inventory includes new emissions sources. Some emissions sources increased but overall emissions were reduced.



Emission source	Reduction Measure	Scope	Status	Reduction t CO <sub>2</sub> -e
Fuel combusted	CBRE Sustainability education and awareness programme	1	Implemented this reporting period	1.66
Purchased electricity	Sustainable IT programme; CBRE premises energy efficiency – audit and improvement plans; CBRE Sustainability education and awareness programme	2	Implemented this reporting period	463.58
Business travel - air	Sustainable IT programme; CBRE Sustainability education and awareness programme	3	Implemented this reporting period	36.27
Purchased electricity (transmission and distribution losses, base building energy)	Sustainable IT programme; CBRE premises energy efficiency – audit and improvement plans; CBRE Sustainability education and awareness programme	3	Implemented this reporting period	56.80
Paper purchased	Sustainable IT programme; CBRE Sustainability education and awareness programme; carbon neutral paper procurement	3	Implemented this reporting period	119.42
Office Waste to Landfill	CBRE Sustainability education and awareness programme;	3	Implemented this reporting period	29.04
Total emission reductions implemented in this reporting period (overall figure includes sources where emissions increased)				706.77 (444.71 overall)
Total expected emission reductions in future reporting periods				150

## 10. Other Information [Optional]

CBRE is committed to reducing the environmental impact of its operations and the action we take around measuring, reducing and offsetting our carbon footprint is key to this goal. Whilst CBRE's carbon footprint is relatively small, we seek to leverage our participation in the NCOS program to promote carbon measurement and reduction to our clients within the property industry – both landlords and occupiers. It is through these relationships that we actively seek to promote change toward a more sustainable built environment.

## 11. Declaration

To the best of my knowledge and having implemented the quality controls and standards required under the NCOS Carbon Neutral Program and made all appropriate inquiries, the information provided in this Public Disclosure Summary is true and correct.

Amanda Steele



Name of Signatory

Signature

Head of Sustainability

Position / Title of signatory

1/04/2013

Date