

AUSTRALIAN GOVERNMENT CARBON NEUTRAL PROGRAM PUBLIC DISCLOSURE SUMMARY




NAME OF CERTIFIED ENTITY: Gilbert + Tobin

REPORTING PERIOD: FY 2017/2018

DECLARATION

To the best of my knowledge, the information provided in this Public Disclosure Summary is true and correct and meets the requirements of the National Carbon Offset Standard Carbon Neutral Program.

Signature	Date
	28 November 2018
Name of Signatory	Gilbert + Tobin
Position of Signatory	Acting Head of Corporate Social Responsibility
Carbon neutral certification category	Organisation
Date of most recent external verification/audit	November 2018
Auditor	Ben Jenkins, GPP Audit

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1. CARBON NEUTRAL INFORMATION

1A. INTRODUCTION

Gilbert + Tobin is a leading Australian law firm, advising clients on their most significant corporate transactions, regulatory matters and disputes. We provide commercial and innovative legal solutions for ASX 100 leading companies, major infrastructure and services providers as well as government and public authorities across Australia and around the world.

An international leader in M&A, private equity, capital markets, competition and regulation and technology and digital, we work on complex issues that define and direct the market.

Gilbert + Tobin is committed to being an outstanding corporate citizen and has a long and proud track record of taking action on environmental issues as well as monitoring, improving and reporting on its own environmental performance. As a member of the Australian Legal Sector Alliance, the firm has been publicly reporting its environmental impacts since 2013 and implemented its first Environmental Management system in 2015.

For more information about Gilbert + Tobin, its lawyers and publications please visit www.gtlaw.com.au



The certification includes all operations within Australia over which Gilbert + Tobin has operational control. Activities within all our offices (located in Sydney, Melbourne and Perth) fall within the organisational boundary, however investments are not included. The inventory has been prepared for FY 2017 – 2018.

The operational boundary has been defined based on an operational control test, in accordance with the principles of the National Greenhouse and Energy Reporting Act 2007, and includes the following locations and facilities:

- + Level 35, Tower Two, International Towers, 200 Barangaroo Avenue, Sydney, NSW 2000
- + Level 22, 101 Collins Street, Melbourne, VIC 3000
- + Level 16, Brookfield Place Tower 2, 123 St Georges Terrace, Perth, WA 6000
- + Litigation space: L9, 66 Goulburn St, Sydney, NSW 2000

The methods used for collating data, performing calculations and presenting the carbon account are in accordance with the following standards:

- + National Carbon Offset Standard v3.0
- + The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (Revised Edition)
- + National Greenhouse and Energy Reporting (Measurement) Determination 2008

Where possible, the calculation methodologies and emission factors used in this inventory are derived from the National Greenhouse Accounts (NGA) Factors in accordance with "Method 1" from the National Greenhouse and Energy Reporting (Measurement) Determination 2008.

The greenhouse gases considered within the inventory are those that are commonly reported under the Kyoto Protocol; carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O). No synthetic gases - hydrofluorocarbons (HFCs), perfluorocarbons (PFCs) and sulphur hexafluoride (SF₆), were detected within the operational boundary. These have been expressed as carbon dioxide equivalents (CO₂-e) using relative global warming potentials (GWPs)



1B. EMISSION SOURCES WITHIN CERTIFICATION BOUNDARY

Quantified sources

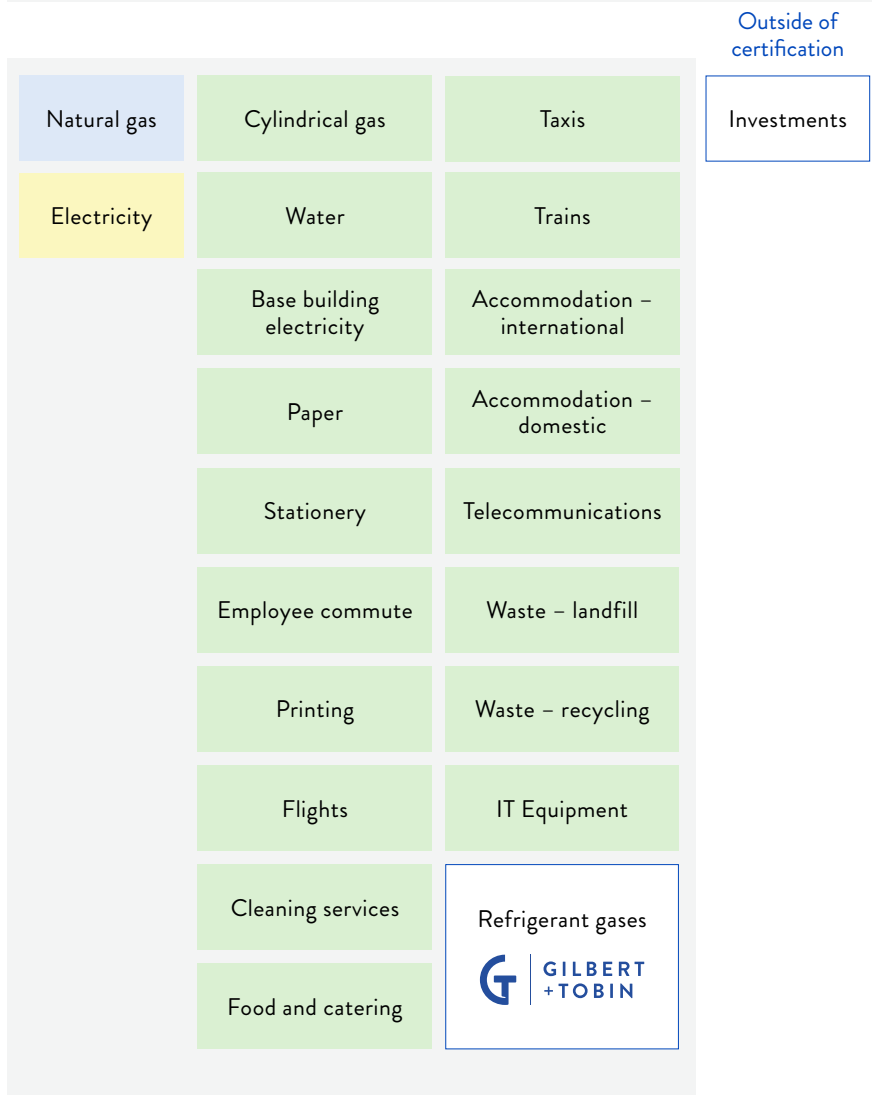
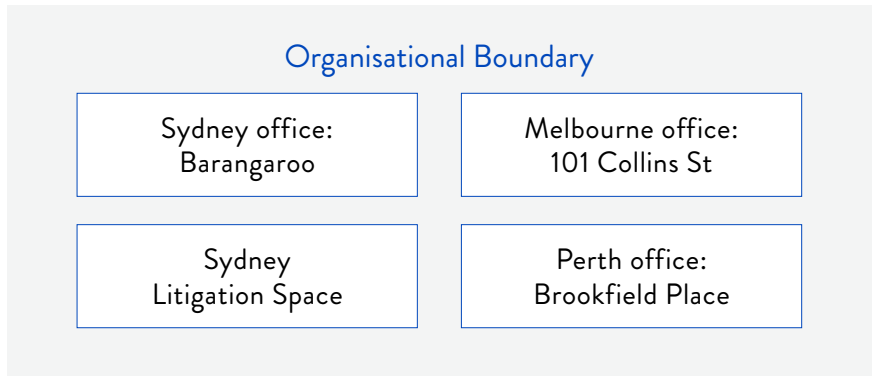
The sources of carbon emissions within the operational boundary are:

- + Electricity
- + Telecommunications
- + Natural Gas
- + Water
- + IT Equipment
- + Office paper
- + Stationery
- + Employee Commute
- + Business flights
- + Cylindrical gas
- + Cleaning
- + Printing
- + Accommodation - domestic and international
- + Taxis
- + Trains
- + Food and catering
- + Waste – landfill and recycling

Excluded sources

- + Refrigerant gases

1C. DIAGRAM OF THE CERTIFICATION BOUNDARY



KEY: Scope Scope Scope Excluded

2. EMISSIONS REDUCTION MEASURES

2A. EMISSIONS OVER TIME

Initial application – not required

2B. EMISSIONS REDUCTION STRATEGY

Gilbert + Tobin participates in the AusLSA Environmental Management System (AEMS), which provides AusLSA Members with an EMS framework that is customised for the legal industry.

The EMS is made up of our Sustainability Policy, our Environmental Management Plan (EMP) and our ongoing process of internal review.

Our Sustainability Policy is available to the public at <http://www.gtlaw.com.au/community/corporate-social-responsibility/environment/>

As part of the EMS process Gilbert + Tobin develop an environmental impacts register by:

- + consulting with staff
- + identifying ways that we impact the environment
- + rating and prioritising impacts

From this register we develop our Environmental Management Plan, which includes measures to reduce GHG emissions.

2C. EMISSIONS REDUCTION ACTIONS

Various measures have been undertaken to reduce emissions throughout Gilbert + Tobin including:

- + switching to energy efficient office and IT equipment,
- + printer review and removal,
- + increase of digital filing and signing,
- + follow-me printing and double-sided printing set as default.

As our new EMS is currently being finalised more initiatives will be added to this list in due course.



3. EMISSIONS SUMMARY

Table 2. Emissions Summary		
Scope	Emission source	t CO ₂ -e
1	Natural gas NSW	2.4
3	Natural gas NSW	56.6
3	Electricity	820.0
3	Electricity Base	998.7
3	Telecommunications	348.5
3	Water	5.0
3	IT Equipment	133.4
3	Paper virgin	51.0
3	Paper recycled	0.0
3	Stationery	79.8
3	Commute	454.1
3	Flights	2474.2
3	Cylindrical Gas	3.9
3	Taxi	76.9
3	Trains	4.2
3	Cleaning	44.4
3	Food and catering	527.9
3	Printing	18.2
3	Accommodation - International	9.6
3	Accommodation - Domestic	149.2
3	Waste – landfill	34.0
3	Waste – recycling	9.7
Total Gross Emissions		6346.7
GreenPower or retired LGCs		0
Total Net Emissions		6346.7

4. CARBON OFFSETS

4A. OFFSETS SUMMARY

Table 3. Offsets Summary

Date of cancellation	Offset project, unit type and registry	Serial numbers	Vintage	Quantity
28 November 2018	Bundled Solar Power Project by Solararise India Projects PVT Carbon Credits	6215-286500573-286504009-VCU-034-APX-IN-1-1762-23062016-31122016-0 and 6216-286504010-286506519-VCU-034-APX-IN-1-1762-23062016-31122016-0	2016	5947
27 November 2018	Kowanyama Aboriginal Savanna Burning carbon project ACCUs	3769852576-3769852975	2017-18	400
Total offsets cancelled				6347
Net emissions after offsetting				0

4B. OFFSETS PURCHASING AND RETIREMENT STRATEGY

Offsets are purchased in arrears at the end of the assessment period and subsequently retired. Any surplus is held over for future years.

4C. OFFSET PROJECTS (CO-BENEFITS)

Co-benefits of Kowanyama ACCU's

These offsets provide Environmental, Social and Cultural values to the indigenous community. These may involve helping to protect a sacred site through appropriate fire management practices, employing local traditional owners as rangers, encouraging the re-introduction of rare or endangered wildlife or simply enabling people to be on country so the younger generation can learn from their elders.

Co-benefits of Solar VCUs

Social well-being: The project would help in generating employment opportunities during the construction and operation phases. The project activity will lead to development in infrastructure in the region like development of roads and also may promote business with improved power generation.

Economic well-being: The project is a clean technology investment in the region, which would not have been taken place in the absence of the VCS benefits the project activity will also help to reduce the demand supply gap in the state.



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