




# **PUBLIC DISCLOSURE STATEMENT**

**CARBON MARKET INSTITUTE**

**SMALL ORGANISATION CERTIFICATION  
CY2021**

Australian Government  
**Climate Active**  
**Public Disclosure Statement**



<b>NAME OF CERTIFIED ENTITY</b>	Carbon Market Institute
<b>REPORTING PERIOD</b>	Calendar year 1 January 2021 – 31 December 2021
<b>DECLARATION</b>	<p><i>To the best of my knowledge, the information provided in this public disclosure statement is true and correct and meets the requirements of the Climate Active Carbon Neutral Standard.</i></p>  <p>John Connor Chief Executive Officer 31 May 2022</p>



**Australian Government**  
**Department of Industry, Science,  
Energy and Resources**

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Version March 2022. To be used for FY20/21/CY2021 reporting onwards.



# 1. CERTIFICATION SUMMARY

TOTAL EMISSIONS OFFSET	21 tCO <sub>2</sub> -e
OFFSETS BOUGHT	100% ACCUs
RENEWABLE ELECTRICITY	N/A
TECHNICAL ASSESSMENT	N/A

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## 2. CARBON NEUTRAL INFORMATION

### Description of certification

This is an organisation certification for the Carbon Market Institute (CMI) and includes the Australian business operations of the CMI. Certification includes an additional 10% offset to ensure CMI is climate active in assisting climate repair with net-negative emissions or drawdown of atmospheric greenhouse gases.

This certification is representative of a 'new normal', given the circumstances of the global COVID-19 pandemic, forcing the CMI team to adapt its usual operations.

ABN (Carbon Market Institute Limited): 11 146 804 668.

*“Being Climate Active further aligns our actions with our 2050 vision for a prosperous, climate-resilient, net-zero emissions world.”*

### Organisation description

The Carbon Market Institute is an independent industry association and center of excellence for business leading the transition to net-zero emissions. CMI represents over 130 corporate and associate members from a diverse range of sectors, including emissions intensive industries, financiers, market solution advisers, professional services, primary producers and technology providers, among others. CMI's vision for 2050 is a prosperous, climate-resilient, net-zero emissions world.

CMI speaks for business leading the transition to a net-zero emission economy, sharing knowledge, building capacity and catalysing opportunities. As stewards of Australia's carbon markets, CMI aims to build integrity and related effective policies, while supporting their continued evolution and integration with regional and global markets. CMI also champions the UNFCCC Paris Agreement and the emerging framework of climate and net-zero emissions goals and mechanisms for increasing ambition, international cooperation and investment.

CMI's operations are located in Australia, with its primary office in the Melbourne CBD.

## 3.EMISSIONS BOUNDARY

This is a small organisation certification, which uses the standard Climate Active small organisation emissions boundary. Emission sources can be excluded if they do not occur.

### Inside the emissions boundary

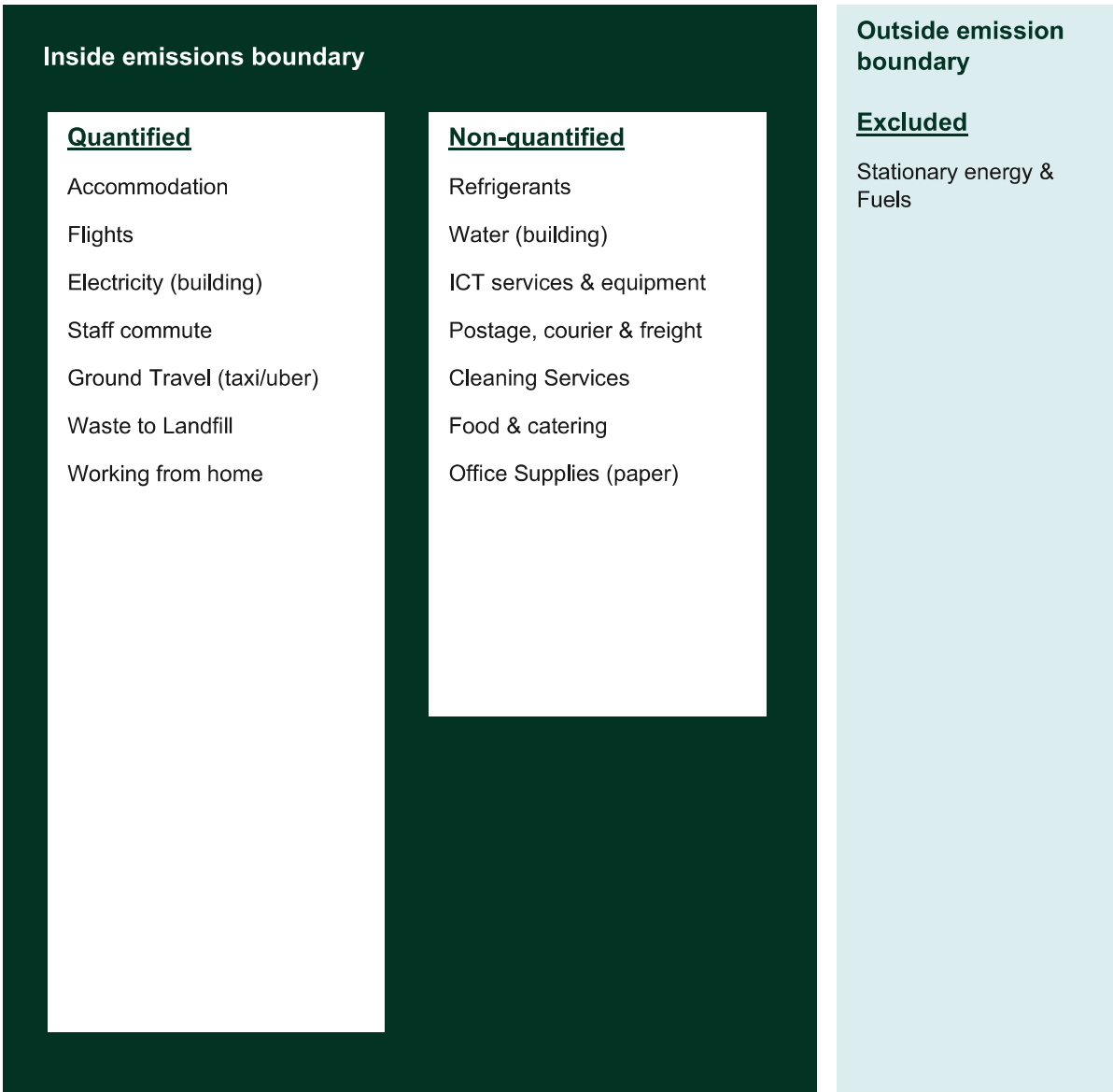
All emission sources listed in the emissions boundary are part of the carbon neutral claim.

**Quantified emissions** have been assessed as relevant and are quantified in the carbon inventory. This may include emissions that are not identified as arising due to the operations of the certified entity, however are **optionally included**.

**Non-quantified emissions** have been assessed as relevant and are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. All material emissions are accounted for through an uplift factor. Further detail is available at Appendix C.

### Outside the emissions boundary

**Excluded emissions** are those that have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary or are outside of the scope of the certification. These emissions are not part of the carbon neutral claim. Further detail is available at Appendix D.



**Data management plan for non-quantified sources**

CMI expects the above non-quantified sources to be immaterial to the overall organisation emissions inventory, however as per our emissions reduction strategy, we are now expecting more information available to us around our building emissions, namely refrigerants, cleaning services and water. This data will be investigated with CMI’s new office management in the Hub Southern Cross for subsequent years.



# 4. EMISSIONS REDUCTIONS

## Emissions reduction strategy

CMI advocates for increased ambition, cooperation, and investment in the transition to a net-zero emissions economy, and recognizes the need for all organisations to reduce emissions over time.

CMI commits to the following:

- Reducing travel related emissions by 30% by 2030 on a per person basis, from a 2019 base year, and continuing to achieve certified carbon neutrality year on year through Climate Active.
  - 2019 has been selected as a baseline as it represents CMI's travel under normal circumstances.
  - Travel related emissions are inclusive of air, land and sea transport, and accommodation and represent CMI's most material emissions source (86% of the base year inventory).
  - Opting for a per person reduction allows CMI to deliver on its reduction strategy as the organisation grows. Additionally, CMI will continue to encourage virtual engagements where possible, as well as encourage use of public transport for travel and commute.
  - In 2019, travel related emissions were 11.63tCO<sub>2</sub>-e per person. The table below tracks emissions per person since CMI's first certification. As an interim target, CMI will target a linear reduction in travel emission per person each year to 2030.

Travel emissions target and actual since base year			
	2019	2020	2021
Target Travel emissions (tCO <sub>2</sub> -e per person)	11.63	11.28	10.93
Actual Travel Emissions (tCO <sub>2</sub> -e per person)	11.63	1.16	0.80

In addition, CMI commits to undertaking the following activities and actions as part of its emissions reduction strategy, and to play its part in reducing global emissions:

- Engage with our members, government and stakeholders to develop independent, evidence based policy and investment solutions for public policy and voluntary carbon market activity.
- Continue to measure and disclose our organisation's operational emissions on an annual basis and seek ongoing certification under the Climate Active program.
- As a tenant, continue to engage with building management to better understand current practices and encourage more sustainable approaches for managing energy, waste, and water.
- As an organisation, take measures to reduce energy consumption, waste and water in all business operations and activities – both at the office or during off-site business meetings and events.

- Continued employee engagement on practical measures that individuals can take to reduce emissions (e.g. encouraging use of public transport, cycling and walking for daily commutes to office and between meetings).
- Seek to maximise co-benefits related to the emissions reduction offsets purchased in relation to our Climate Active certification.

In light of the exceptional circumstances brought about by the COVID-19 global pandemic, these measures will continue to be reviewed over the coming years and inform CMI's ongoing emissions reduction strategy.

## **Emissions reduction actions**

Many of the CMI's quantified emissions sources have seen significant year on year changes due to COVID-19 circumstances. Working from home conditions and restrictions on gatherings had a significant impact on our normal business operations. During this certification period, working from home conditions were in effect for most of the year. Emissions associated with accommodation, commute, waste and paper all reduced compared to previous calendar years due to these uncharacteristic circumstances.

CMI moved to a Climate Active certified office space in the Hub Southern Cross, Melbourne at the end of 2020. Moving to the Hub was an improvement in our emissions reduction actions.



## 5.EMISSIONS SUMMARY

### Emissions over time

Emissions over time comparisons will give meaningful insights into CMI's operations as we grow as an organisation while also enacting our emissions reduction strategy. Given the exceptional circumstances of the COVID-19 pandemic, the yearly comparison between CMI's base year and subsequent years of certification does not reflect business as usual.

As we continue with new working from home arrangements, and increased uptake of virtual events, the 'new normal' is yet to be clearly defined.

Emissions since base year		Total tCO <sub>2</sub> -e
Base year (Year 1):	CY2019	67.43
Year 2:	CY2020	16.63
Year 3:	CY2021	16.49

### Significant changes in emissions

CMI's overall emissions have very slightly decreased below the 2020 level, while still seeing organic growth in the company, with an approximate 26% increase in staff.

A key contributing factor to CMI's level of emissions has been flexibility around working arrangements, as well as ongoing Melbourne lockdowns in 2021. This has seen our office electricity emissions reduce, while conversely, working from home emissions increased, as was to be expected.

Emission source name	Current year (tCO <sub>2</sub> -e)	Previous year (tCO <sub>2</sub> -e)	Detailed reason for change
Short Economy Class Flights	4.10	5.07	Short flights have reduced due to ongoing COVID-19 restrictions, reducing the amount of travel undertaken.
Total Net Electricity Emissions (Location Based)	4.11	4.77	Less tenancy electricity was used for our office, as staff spent 1.5 months less per person in the office, and instead were working from home.
Working from Home – VIC	6.20	4.52	This change can be attributed to organic growth, that is an approximate 26% increase in FTE basis of staff, as well as increased time spent working from home. Staff spent 11 months at home, compared to 9.5 months in the previous year.

## Use of Climate Active carbon neutral products and services

CMI operate out of the Hub Southern Cross, an office certified under Climate Active

### Organisation emissions summary

The electricity summary is available in the Appendix B. Electricity emissions were calculated using a location/market-based approach.

Row Labels	Sum of Total Emissions (TCO2e)
Accommodation and facilities	1.03
Air Transport (km)	4.23
Electricity	4.11
Land and Sea Transport (km)	0.52
Waste	0.01
Working from home	6.60
<b>Grand Total</b>	<b>16.49</b>

### Uplift factors

An uplift factor is an upwards adjustment to the total carbon inventory to account for relevant emissions, which can't be reasonably quantified or estimated. This conservative accounting approach helps ensure the integrity of the carbon neutral claim.

Reason for uplift factor	tCO <sub>2</sub> -e
Compulsory 5% for small organisations	0.83
Non-Quantification uplift	0.83
Additional 10% net negative commitment*	1.65
Total of all uplift factors	3.30
<b>Total footprint to offset</b> <i>(total net emissions from summary table + total uplifts)</i>	<b>19.88</b>

\*See additional information (Appendix A)

## 6. CARBON OFFSETS

### Offsets retirement approach

In arrears	
1. Total number of eligible offsets banked from last year's report	0
2. Total emissions footprint to offset for this report	21
3. Total eligible offsets required for this report	20
4. Total eligible offsets purchased and retired for this report	20
5. Total eligible offsets banked to use toward next year's report	1

### Co-benefits

#### The Karlantijpa North Savanna Burning Project

In 2015, the Central Land Council support the traditional owners of Karlantijpa North Aboriginal Land Trust to develop a carbon abatement project un the low-rainfall savannah burning methodology. This led to a process of consultation and education on how carbon abatement works and the potential environmental, cultural, economic and socials benefits to the community. Consequently, the Karlantijpa North Savanna Burning project was registered in 2016, with the formation of the Jinkaji Corporation. The corporation comprises members and directors, all of whom are traditional owners from the Eastern and Western Mudbarra language groups of the central NT.

**Access to country** – This country is very remote with no road access. Every year, the traditional owners can use a helicopter to visit remove sacred sites with family members as part of the burning operations.

**Economic** – Income from carbon credits funds burning operations, including payments for traditional owners to do the work, and remote infrastructure development including track improvements and established camp sites. The corporation is also investigating options for using its income for community development projects.

**Cultural** – Senior traditional owners now have an opportunity to teach younger generations about the country and dreamings, strengthening their connection.

**Language** – Mudbarra language is spoken by an estimated 96 people. Projects such as this that strengthen connection to country ensure that language is maintained amongst the traditional owners, and is more widely recognized by other stakeholders.

**Environment** – The historical regime of hot fires late in the year haws degraded the lancewood and other woodland species in the area. The introduction of earlier, cooler fires will lessen the impacts on these woodlands and their inhabitants

## Eligible offsets retirement summary

Offsets cancelled for Climate Active Carbon Neutral Certification												
Project description	Type of offset units	Registry	Date retired	Serial number (and hyperlink to registry transaction record)	Vintage	Stapled quantity	Eligible quantity (tCO <sub>2</sub> -e)	Eligible quantity used for previous reporting periods	Eligible quantity banked for future reporting periods	Eligible quantity used for this reporting period	Percentage of total (%)	
The Karantijpa North Savann Burning Project	KACCUs	ANREU	31 May 2022	3,801,901,514 – 3,801,890,534	2020-21		21	0		1	20	100%
<b>Total offsets retired this report and used in this report</b>												
										20		
<b>Total offsets retired this report and banked for future reports</b>												
										1		
<b>Total offsets retired this report and banked for future reports</b>												
<b>Quantity (used for this reporting period claim)</b>											<b>Percentage of total</b>	
Australian Carbon Credit Units (ACCUs)											20	100%

## 7. RENEWABLE ENERGY CERTIFICATE (REC) SUMMARY

### Renewable Energy Certificate (REC) summary

N/A

## APPENDIX A: ADDITIONAL INFORMATION

CMI have elected to include an additional 10% uplift factor on its certified emissions boundary, to go beyond carbon neutral and be net negative in this certification year. This aligns with the 2018 IPCC special report; Global Warming of 1.5°, which states that net negative emissions will be necessary by the second half of this century to limit global warming to 1.5°C. It also reflects the fact that we are already in a climate crisis with current atmospheric levels at dangerous levels with costly impacts for lives, livelihoods, and the environment.

CMI's 10% net-negative commitment equates to 1.65 tonnes of CO<sub>2</sub>-e. This brings our emissions liability to offset for this Climate Active Carbon Neutral Certification to 19.88 tonnes CO<sub>2</sub>-e.

Internal policy dictates that CMI employees offset their flights through respective airlines, in line with CMI's objective to assist climate repair with net-negative emissions.

## APPENDIX B: ELECTRICITY SUMMARY

Electricity emissions are calculated using a location-based approach.

### Location-based method

The location-based method provides a picture of a business's electricity emissions in the context of its location, and the emissions intensity of the electricity grid it relies on. It reflects the average emissions intensity of the electricity grid in the location (State) in which energy consumption occurs. The location-based method does not allow for any claims of renewable electricity from grid-imported electricity usage.

### Market-based method

The market-based method provides a picture of a business's electricity emissions in the context of its renewable energy investments. It reflects the emissions intensity of different electricity products, markets and investments. It uses a residual mix factor (RMF) to allow for unique claims on the zero emissions attribute of renewables without double-counting.

Market Based Approach Summary			
Market Based Approach	Activity Data (kWh)	Emissions (kgCO <sub>2</sub> e)	Renewable Percentage of total
Behind the meter consumption of electricity generated	0	0	0
<b>Total non-grid electricity</b>	<b>0</b>	<b>0</b>	<b>0</b>
LGC Purchased and retired (kWh) (including PPAs & Precinct LGCs)	0	0	0
GreenPower	0	0	0
Jurisdictional renewables (LGCs retired)	0	0	0
Jurisdictional renewables (LRET) (applied to ACT grid electricity)	0	0	0
Large Scale Renewable Energy Target (applied to grid electricity only)	754	0	19%
Residual Electricity	3,312	3,293	0%
<b>Total grid electricity</b>	<b>4,066</b>	<b>3,293</b>	<b>19%</b>
<b>Total Electricity Consumed (grid + non grid)</b>	<b>4,066</b>	<b>3,293</b>	<b>19%</b>
Electricity renewables	754	0	
Residual Electricity	3,312	3,293	
<b>Exported on-site generated electricity</b>	<b>0</b>	<b>0</b>	
Emissions (kgCO <sub>2</sub> e)		3,293	
<b>Total renewables (grid and non-grid)</b>	<b>18.54%</b>		
<b>Mandatory</b>	<b>18.54%</b>		
<b>Voluntary</b>	<b>0.00%</b>		
<b>Behind the meter</b>	<b>0.00%</b>		
<b>Residual Electricity Emission Footprint (TCO<sub>2</sub>e)</b>	<b>3</b>		

*Figures may not sum due to rounding. Renewable percentage can be above 100%*

## Location Based Approach Summary

Location Based Approach	Activity Data (kWh)	Scope 2 Emissions (kgCO2e)	Scope 3 Emissions (kgCO2e)
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	4,066	3,700	407
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
<b>Grid electricity (scope 2 and 3)</b>	<b>4,066</b>	<b>3,700</b>	<b>407</b>
ACT	0	0	0
NSW	0	0	0
SA	0	0	0
Vic	0	0	0
Qld	0	0	0
NT	0	0	0
WA	0	0	0
Tas	0	0	0
<b>Non-grid electricity (Behind the meter)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Electricity Consumed</b>	<b>4,066</b>	<b>3,700</b>	<b>407</b>
<b>Emission Footprint (TCO2e)</b>	<b>4</b>		
<i>Scope 2 Emissions (TCO2e)</i>	4		
<i>Scope 3 Emissions (TCO2e)</i>	0		

## Climate Active Carbon Neutral Electricity summary

Carbon Neutral electricity offset by Climate Active Product	Activity Data (kWh)	Emissions (kgCO2e)
N/A	0	0

*Climate Active carbon neutral electricity is not renewable electricity. The emissions have been offset by another Climate Active member through their Product certification.*

## APPENDIX C: INSIDE EMISSIONS BOUNDARY

### Non-quantified emission sources

The following sources emissions have been assessed as relevant, are captured within the emissions boundary, but are not measured (quantified) in the carbon inventory. These emissions are accounted for through an uplift factor. They have been non-quantified due to one of the following reasons:

1. **Immaterial** <1% for individual items and no more than 5% collectively
2. **Cost effective** Quantification is not cost effective relative to the size of the emission but uplift applied.
3. **Data unavailable** Data is unavailable but uplift applied. A data management plan must be put in place to provide data within 5 years.
4. **Maintenance** Initial emissions non-quantified but repairs and replacements quantified.

Relevant-non-quantified emission sources	(1) Immaterial	(2) Cost effective (but uplift applied)	(3) Data unavailable (but uplift applied & data plan in place)	(4) Maintenance
Refrigerants			Yes (uplift applied & data plan in place)	
Water (building)			Yes (uplift applied & data plan in place)	
ICT services & equipment		Yes (uplift applied)		
Postage, courier & freight	Yes			
Cleaning Services		Yes (uplift applied)		
Food & Catering	Yes			
Officer supplies (paper)	Yes			

## APPENDIX D: OUTSIDE EMISSIONS BOUNDARY

### Excluded emission sources

The below emission sources have been assessed as not relevant to an organisation's or precinct's operations and are outside of its emissions boundary. These emissions are not part of the carbon neutral claim. Emission sources considered for relevance must be included within the certification boundary if they meet two of the five relevance criteria. Those which only meet one condition of the relevance test can be excluded from the certification boundary.

Emissions tested for relevance are detailed below against each of the following criteria:

1. **Size** The emissions from a particular source are likely to be large relative to the organisation's electricity, stationary energy and fuel emissions
2. **Influence** The responsible entity has the potential to influence the reduction of emissions from a



particular source.

3. **Risk** The emissions from a particular source contribute to the organisation's greenhouse gas risk exposure.
4. **Stakeholders** Key stakeholders deem the emissions from a particular source are relevant.
5. **Outsourcing** The emissions are from outsourced activities previously undertaken within the organisation's boundary, or from outsourced activities typically undertaken within the boundary for comparable organisations.

Stationary energy and fuel has been excluded. Although this emission sources is a deemed relevant emissions under the small organisation certification, we do not use stationary energy and fuel. As such, it has not been included in the carbon inventory and the PDS.

Emission sources tested for relevance	(1) Size	(2) Influence	(3) Risk	(4) Stakeholders	(5) Outsourcing	Included in boundary?
Purchased goods and services	Yes	Yes	Yes	Yes	Yes	Yes
Capital goods	No	Yes	No	No	No	No
Fuel and energy related activities	Yes	Yes	Yes	Yes	Yes	Yes
Upstream transportation and distribution	No	No	No	No	No	No
Waste generated in operations	No	Yes	No	No	Yes	Yes
Business travel	Yes	Yes	Yes	Yes	Yes	Yes
Employee commuting	Yes	Yes	Yes	Yes	Yes	Yes
Upstream leased assets	No	No	No	No	No	No
Downstream transportation and distribution	No	No	No	No	No	No
Processing of sold products	No	No	No	No	No	No
Use of sold products	No	No	No	No	No	No
End-of-life treatment of sold products	No	No	No	No	No	No
Downstream leased assets	No	No	No	No	No	No
Franchises	No	No	No	No	No	No
Investments	No	No	No	No	No	No



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